

**Dodge County Board of Supervisors
January 16, 2018 – 7:00 p.m.
Administration Building - Juneau, Wisconsin**

The January Session of the Dodge County Board of Supervisors was called to order by Chairman Russell Kottke at 7:00 p.m.

The Board rose to say the Pledge of Allegiance.

Roll call was taken by the Clerk with all Supervisors being in attendance with the exception of Supervisors Behl, J. Bobholz, Glewen, Justmann, Maly and Nickel who had previously asked to be excused.

Chairman Kottke called for approval of the minutes. A motion was made by Supervisor Greshay and seconded by Supervisor Duchac to approve the minutes of the December 19, 2017, session of the County Board meeting as recorded, and dispense with the reading of the minutes. The motion passed by acclamation with no negative votes cast, and was so ordered by the Chairman.

Communications on File

Karen J. Gibson, County Clerk, read resignation letters from Supervisors Johnson and Stousland. Chairman Kottke ordered these be placed on file.

Special Orders of Business

The Chairman called the First Special Order of Business: Confirm appointment made by County Administrator, James Mielke. Reappoint Edward Premo, as an alternate to the Board of Adjustment for a three year term, commencing on February 21, 2018, to February 21, 2021, both inclusive. A motion to accept the reappointment was made by Supervisor Marsik and seconded by Supervisor Schmidt. The motion passed by acclamation with no negative votes cast, thereby approving the reappointment.

Chairman Kottke called upon Marie Witzel, 4-H/Youth Development Educator who named the 2017 4-H Key Award winner: Brittany Fink. Brittany Fink addressed the County Board of Supervisors by sharing her 4-H experiences over the years and thanking the Board for supporting the Dodge County 4-H Program. Chairman Kottke congratulated Ms. Fink and presented the 4-H Key Award as well as a proclamation from the State of Wisconsin to her.

The following Resolutions and Reports were read by the Clerk and acted upon by the Board:

Resolution No. 17-72 Landfill Siting Resolution (Advanced Disposal Services Glacier Ridge Landfill Vertical Expansion) – Executive Committee. A motion for adoption was made by Supervisor Miller and seconded by Supervisor Schmidt. At this time, Supervisor Frohling made a motion to amend the Resolution by replacing Harold J. Johnson with Joseph M. Marsik as a member of the local committee. The motion to amend was seconded by Supervisor Caine. The vote was cast on Supervisor Frohling's motion to amend with 24 ayes and 1 abstention, thereby approving the motion to amend.

Ayes: Benter, Kottke, M. Bobholz, Nelson, Bennett, Greshay, Schaefer, Guckenberger, Fink, Muche, Bartsch, Schraufnagel, Bischoff, Caine, Berres, Houchin, Roesch, Frohling, Schmidt, Duchac, Sheahan-Malloy, Hilbert, Miller, Derr. Total 24.

Abstain: Marsik. Total 1.

Absent: J. Bobholz, Justmann, Behl, Nickel, Maly, Glewen. Total 6.

Question by Supervisor Berres answered by Supervisor Greshay. The vote was cast on the Resolution as amended with all voting in the affirmative, thereby adopting the amended Resolution.

Resolution No. 17-73 Highway Department 2017 Dodge County Budget Amendment County Trunk Highway S Reconstruction Project – Highway Committee. A motion for adoption was made by Supervisor Berres and seconded by Supervisor Caine. Question by Supervisor Hilbert answered by Brian Field, Highway Commissioner. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

Resolution No. 17-74 Authority to Purchase One Marathon MM350DT Mastic Melter – Highway Committee. A motion for adoption was made by Supervisor Caine and seconded by Supervisor Muche. Comment by Supervisor Caine. Question by Supervisor M. Bobholz answered by Brian Field, Highway Commissioner. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

Resolution No. 17-75 Resolution to Abolish the Position of *Cook/Food Service Worker* and Create the Position of *Activity Therapy Aide/Cook* – Health Facilities Committee. A motion for adoption was made by Supervisor Bischoff and seconded by Supervisor Miller. Question by Supervisor Houchin answered by Supervisor Bischoff and Jane Hooper, Clearview Administrator. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

Resolution No. 17-76 Amend Town of Portland Zoning Ordinance – Neal Yerges Property – Supervisor Berres. A motion for adoption was made by Supervisor Berres and seconded by Supervisor Muche. The vote was cast with all voting in the affirmative, thereby adopting the Resolution.

Report No. 1 Ordinance No. 987 – Amend Land Use Code – Gerald and Jacqueline Tracy Revocable Trust Property – Town of Shields – Planning, Development and Parks Committee. A motion for adoption was made by Supervisor Schaefer and seconded by Supervisor Muche. Question by Supervisor Guckenberger answered by Supervisors Schaefer and Berres. The vote was cast with all voting in the affirmative, thereby adopting the Report and Ordinance.

Report No. 2 Ordinance No. 988 – Amend Land Use Code – Thomas Otto Property – Town of Leroy – Planning, Development and Parks Committee. A motion for adoption was made by Supervisor Schraufnagel and seconded by Supervisor Sheahan-Malloy. The vote was cast with all voting in the affirmative, thereby adopting the Report and Ordinance.

Report No. 3 Ordinance No. 989 - Amend Floodplain Zoning Ordinance – Planning, Development and Parks Committee. A motion for adoption was made by Supervisor Schaefer and seconded by Supervisor Schraufnagel. Comment by Supervisor Schaefer that there is a “typo” in Report 3 and that SHE Inc. in Report 3 should be SEH Inc. County Clerk Karen Gibson stated the Report would be corrected. The vote was cast with all voting in the affirmative, thereby adopting the Report and Ordinance.

Report No. 4 Ordinance No. 990 – Amend Dodge County Comprehensive Plan – Planning, Development and Parks Committee. A motion for adoption was made by Supervisor Marsik and seconded by Supervisor Muche. Question by Supervisor Guckenberger answered by Supervisor Schaefer. The vote was cast with all voting in the affirmative, thereby adopting the Report and Ordinance.

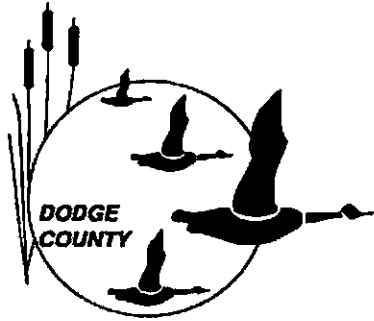
Report No. 5 Ordinance No. 991 – Amend Land Use Code – Craig Kuehl Property – Town of Lebanon – Planning, Development and Parks Committee. A motion for adoption was made by Supervisor

Muche and seconded by Supervisor Miller. The vote was cast with all voting in the affirmative, thereby adopting the Report and Ordinance.

The Clerk noted the following had been placed on the Supervisor's desks: Memo, dated January 16, 2018, from Jim Mielke, Dodge County Administrator regarding Enterprise Resource Planning (ERP) Project Update; Memo, dated January 8, 2018, from Becky Bell, Human Services and Health Department Director regarding a joint grant proposal with Fond du Lac County to be funded as a Regional Opioid Treatment Center; January, 2018 Aging and Disability Resource Center Newsletter; Clearview Blue Zone Cooking Demonstration Flyer, Dodge County Healthy Soil-Healthy Water Workshop Flyer and Save Our Lakes II Seminar Flyer. The Chairman ordered these be placed on file.

At 7:42 p.m. Supervisor Frohling made a motion to recess until Wednesday, February 21, 2017 at 7:00 p.m. Supervisor Marsik seconded the motion. The motion passed by acclamation, with no negative votes cast, and was so ordered by the Chairman.

Disclaimer: The above minutes may be approved, amended or corrected at the next meeting.



ADMINISTRATION DEPARTMENT

JAMES MIELKE, COUNTY ADMINISTRATOR

127 East Oak Street, Juneau, Wisconsin, 53039 (920) 386-4251

County Project and Issue Update Volume 37 February 2018

61st Annual Student Government Day – Thursday March 1st: Student Government Day will begin at 8:30 a.m. in the County Board Room with a welcome by County Board Chair Kottke. The day includes a presentation by Human Service & Health Director Becky Bell informing students of the many department programs and services; a mock county board debate; visits to the Highway Department; Clearview; Sheriff's Office; lunch at the VFW Hall and an afternoon presentation by the Dodge County Courts. The day is made possible through coordination of various county VFW organizations, schools and county departments making time available to educate and inform the students on county government.

Combining Payroll: An administrative decision was made to adjust the original February timeline and present the Resolution at the March 20th County Board meeting. The additional time will be used to verify the planned implementation timeline with Kronos (timekeeping system) and Tyler-MUNIS representatives prior to presenting to the County Board and all county employees.

County Board Rules: The Executive Committee continues to review and discuss the County Board Rules for the 2018-2020 term. The Executive Committee has discussed whether members of the UW-Extension Committee and Highway Committee should be appointed versus the current rule of electing members by the full board. At the February 5th Executive Committee meeting the consensus was to prepare a standalone Resolution for the March 5th meeting to have each committee appointed by the County Board Chair. At this time the plan is to present the Resolution(s) to the County Board on March 20th. All Rule changes would become effective with the new term beginning on April 17th.

Update - Dodge County Video – CGI Communications: As previously noted, filming of the Dodge County video by CGI Communications was completed in mid-October. The video draft has been reviewed by the Executive Committee and by the Department Heads at the January Management Council meeting. The edits are being finalized, based upon timing, the video will be shown at either the March or April County Board meeting. Feedback has been very positive – the production is first rate. Nate Olson and Karen Boyd have done an excellent job in coordinating the county efforts with this project.

Account Number	Address Number	Alpha Name	G/L Date	Explanation -Remark-	Do Ty	Document Number	Doc Fd	Amount	P C
100.2129	10093	Town of Lebanon	01/08/18	CC PYMT 2017 TAXES TO CTY ERRO	PV	460021	00100	12,248.02	P
100.2129	10121	City of Watertown	01/31/18	2017 TAXES C WTN CTY IN ERROR	PV	461472	00100	16,276.28	P
100.2129	15254	Wisconsin Counties Association	01/02/18	MEMBERSHIP DUES	PV	460000	00100	11,312.00	P
808.5227	15352	Wisconsin Municipal Mutual Insurance Co	01/01/18	2018 LIABILITY PREMIUM	PV	460590	00100	254,786.00	P
809.5227	15352	Wisconsin Municipal Mutual Insurance Co	01/01/18	EXCESS WORKERS COMP INS FEE	PV	460002	00100	54,338.87	P
811.5289	42554	Woolpert, Inc	12/31/17	LIDAR #3 INSTALLMENT	PV	461372	00100	36,050.00	P
811.5289	51494	US Geological Survey	12/31/17	DEC 2017 NOV 2018 2018 BUDGE	PV	461151	00100	42,442.93	P
1814.5249	14079	Kronos Inc.	01/11/18	BLDG SRVC EQUIP M&R	PV	460578	00100	17,004.00	P
1901.5246	14490	Otis Elevator Company	01/31/18	BLDG SERVICE EQ M&R	PV	459996	00100	11,773.80	P
1905.5246	14490	Otis Elevator Company	01/31/18	7 MOBILE RADIOS	PV	459994	00100	16,886.76	P
2021.5819	14366	Motorola Solutions, Inc.	01/31/18	MAINT AGMT IRECORD VIDEO 4THPA	PV	461473	00100	16,618.40	P
2031.5249.03	33010	Word Systems Inc.	01/31/18	CONVERT SEPAR 3 SIMULCAST CHAN	PV	459882	00100	22,495.00	P
2056.5818	11042	Baycom, Inc.	12/31/17	INMATE MEALS 11/23-29	PV	459880	00100	59,998.00	P
2061.5275	22827	Aramark Chicago Lockbox	11/30/17	INMATE MEALS 11/30-12/6	PV	460490	00100	11,496.42	P
2061.5275	22827	Aramark Chicago Lockbox	12/31/17	INMATE MEALS 12/7-13	PV	460492	00100	11,508.66	P
2061.5275	22827	Aramark Chicago Lockbox	12/31/17	INMATE MEALS 12/14-20	PV	460494	00100	11,713.68	P
2061.5275	22827	Aramark Chicago Lockbox	12/31/17	INMATE MEALS 12/21 - 27	PV	460496	00100	11,618.82	P
2061.5291.02	50252	Correct Care Solutions, LLC	02/28/18	JAIL MN MEDICAL SERVICES FEE	PV	460582	00100	11,586.69	P
2901.5246	15074	Juneau Utilities	12/27/17	ELECTRICITY	PV	460528	00100	73,362.92	P
2901.5246	14490	Otis Elevator Company	01/31/18	BLDG SRVC EQUIP M&R	PV	459999	00100	10,330.94	P
2902.5222	15074	Juneau Utilities	12/27/17	ELECTRICITY SRV	PV	459995	00100	14,106.02	P
7863.5829	49080	Encompass Construction	12/28/17	HARK CONCRETE RELOCAT OF SHEET	PV	459999	00100	15,496.41	P
						460954	00100	18,500.00	P

Fund 00100

GENERAL FUND

782,550.62

Account Number	Address Number	Alpha Name	G/L Date	Explanation -Remark-	Do Ty	Document Number	Doc Fd	Amount	P C
4801.5211.03	50651	Lisa N Clement	12/31/17	CONTRACTED SERVICES	PV	460030	00100	11,780.00	P
4801.5219	14964	The Psychology Center	11/30/17	SEE ATTACHED	PV	459881	00100	14,835.00	P
4807.5219	39482	Family Youth Interaction Zone	10/31/17	CCS SEE ATTACHED	PV	460445	00100	21,309.25	P
4807.5219	49006	Shannon L. Yang Counseling Services LLC	11/30/17	CCS NOV 2017	PV	460028	00100	12,760.00	P
4807.5219	50222	UnMasked Expressive Therapies	12/31/17	CCS	PV	461359	00100	12,980.00	P
4807.5219	50314	Seasons Counseling LLC	11/30/17	CCS	PV	461361	00100	10,805.00	P
4807.5219	50314	Seasons Counseling LLC	12/31/17	CCS	PV	459873	00100	27,150.00	P
4809.5279.468	40455	Evergreen Manor II Inc.	12/31/17	CCS	PV	461362	00100	29,530.00	P
4809.5279.633	15685	Trempealeau County Health Care Center	12/31/17		PV	461455	00100	11,150.70	P
4812.5219.428	34580	Fond du Lac County	11/30/17		PV	461371	00100	10,304.09	P
4825.5299	13771	Green Valley Enterprises Inc.	12/31/17	BIRTE TO 3	PV	459883	00100	51,789.00	P
4846.5219	47330	JusticePoint, Inc.	12/31/17	DOJ GRANT	PV	460949	00100	31,541.67	P
4846.5346	51199	Besse Medical Supply	12/19/17	MEDICATION	PV	461355	00100	21,983.00	P
4855.5249	48736	NetSmart Technologies	01/04/18		PV	459874	00100	11,744.04	P
5010.5273.02	12435	Lad Lake, Inc.	12/31/17	Main Program	PV	460027	00100	14,076.00	P
5010.5273.02	12436	Northwest Passage, LTD	12/31/17	30 Day Clinic Asses	PV	460366	00242	11,041.58	P
5010.5273.02	19821	Clinicare Corporation	12/31/17	Residential	PV	460367	00242	12,710.00	P
5010.5273.02	24982	Economic Developmental Training Center	12/31/17	Main Program	PV	460372	00242	11,001.90	P
5010.5273.02	24982	Economic Developmental Training Center	12/31/17	Main Program	PV	460374	00242	11,287.41	P

Fund 00242

HEALTH & HUMAN SERVICES FUND

351,066.05

Account Number	Address Number	Alpha Name	G/L Date	Explanation -Remark-	Do Ty	Document Number	Doc Fd	Amount	P C
4193.5215	51404	Potter Lawson, Inc	12/31/17	CHCPT DESGN SRV JAIL AUG-DEC	PV	461373	00100	13,365.04	P

Fund 00411

COUNTY BUILDING PROJECTS FUND

13,365.04

Account Number	Address Number	Alpha Name	G/L Date	Explanation -Remark-	Do Ty	Document Number	Doc Fd	Amount	P C
645.1664	46486	Relias Learning LLC	12/31/17	CLV On-line Training SVC 2018	PV	459896	00100	24,047.27	P
645.2141.02	42205	Bond Trust Services Corporation	01/31/18	\$14,090,000 GO BOND INT PYMT	PV	461365	00100	23,400.00	P
645.2141.05	42205	Bond Trust Services Corporation	01/31/18	\$9,095,000 GO REF BOND INT PYT	PV	461366	00100	86,484.06	P
4520.5211.30	39490	Achieve Solutions	12/31/17	Med A/Med B/PWT Therapy Dec 17	PV	460249	00100	11,175.50	P
4520.5211.32	39490	Achieve Solutions	12/31/17	Med A/Med B/PWT Therapy Dec 17	PV	460249	00100	10,831.48	P
4520.5211.38	44091	Omnicare Inc	12/31/17	Pharmacy Charges Dec 2017	PV	460248	00100	15,073.33	P
4520.5211.39	39490	Achieve Solutions	12/31/17	Med A/Med B/PWT Therapy Dec 17	PV	460249	00100	13,632.78	P
4520.5591.20	15271	Wisconsin Dept. of Health & Family Serv.	01/31/18	MA Bed Licenses CLV Jan 2018	PV	460252	00100	22,100.00	P
4521.5591.20	15271	Wisconsin Dept. of Health & Family Serv.	01/31/18	MA Bed Licenses IID Jan 2018	PV	460251	00100	41,860.00	P
4528.5211.11	39490	Achieve Solutions	12/31/17	CBIC Therapy Charges Dec 2017	PV	460246	00100	26,863.43	P
4528.5211.13	39490	Achieve Solutions	12/31/17	CBIC Therapy Charges Dec 2017	PV	460246	00100	27,727.60	P
4528.5211.15	39490	Achieve Solutions	12/31/17	CBIC Therapy Charges Dec 2017	PV	460246	00100	26,254.70	P
4528.5345	44091	Omnicare Inc	11/30/17	Pharmacy Charges Nov 2017	PV	460247	00100	13,093.52	P
4528.5345	44091	Omnicare Inc	12/31/17	Pharmacy Charges Dec 2017	PV	460248	00100	11,566.64	P
4556.5222	15074	Juneau Utilities	12/31/17	Electric CLV 11/15-12/15/17	PV	460250	00100	19,279.24	P

Fund 00645

CLEARVIEW LTC & REHAB

373,387.56

DODGE COUNTY, WISCONSIN
DC Paid Vouchers \$10,000 Or More
Vouchers paid in January

Page Number 2
Date 2/05/18

Account Number	Address Number	Alpha Name	G/L Date	Explanation - Remark -	Do Ty	Document Number	Doc Fd	Amount	P C
872.2371.01	24021	Wondra Construction, Inc.	12/31/17	SERVICES	FV	460440	001C0	66,521.38	P
Fund 00872								DRAINAGE DISTRICTS FUND	66,521.38
Grand Total								1,586,890.65	

Account Number	Address Number	Alpha Name	G/L Date	Explanation - Remark -	Do Ty	Document Number	Doc Fd	Amount	P C
730.2121	12880	Al-Chrona	12/15/17	MM022	FV	459983	00730	21,902.40	P
730.2121	14439	Compass Minerals	11/07/17	NS001	FV	461075	00730	11,991.12	P
730.2121	14439	Compass Minerals	01/18/18	NS001	FV	461076	00730	10,905.24	P
730.2121	14439	Compass Minerals	01/17/18	NS001	FV	461077	00730	10,828.66	P
730.2121	14439	Compass Minerals	01/23/18	NS001	FV	461281	00730	13,559.09	P
730.2121	14439	Compass Minerals	01/24/18	NS001	FV	461282	00730	12,243.44	P
730.2121	14439	Compass Minerals	01/24/18	NS001	FV	461281	00730	20,085.94	P
730.2121	15273	Wisconsin Dept of Transportation	12/11/17	Materials, Jnls & Vchrs	FV	460959	00730	27,087.02	P
730.2121	15273	Wisconsin Dept of Transportation	12/11/17	Materials, Jnls & Vchrs	FV	460961	00730	48,910.11	P
730.2121	15356	E.H. Wolf & Sons Inc.	01/03/18	F10	FV	460016	00730	10,722.32	P
730.2121	23242	Mid-State Equipment, Inc	12/28/17	Materials, Jnls & Vchrs	FV	460018	00730	21,180.00	P
730.2121	42205	Bond Trust Services Corporation	01/31/18	HWY 08/04/11	FV	461208	00730	12,825.00	P
730.2121	42205	Bond Trust Services Corporation	01/31/18	HWY 07/13/17	FV	461209	00730	46,478.44	P
730.2121	48342	Kartchner Brothers LLC	12/31/17	Materials, Jnls & Vchrs	FV	461207	00730	95,268.87	P
730.2121	48899	M&W Lift Truck Rental & Tiltbed Service	12/08/17	Materials, Jnls & Vchrs	FV	460017	00730	11,400.00	P
730.2121	51794	Mission Critical Facilities Internationa	01/13/18	Materials, Jnls & Vchrs	FV	460606	00730	28,090.00	P
Fund 00730								HIGHWAY AND AIRPORT FUND	403,877.65
Grand Total								403,877.65	

Report to the Dodge County Board of Supervisors

Monthly Report of Budget Amendments/Adjustments

Intra-Department Fund Transfers per Resolution 15-21 - Adopted July 21st, 2015

Unbudgeted/Excess Revenue Appropriation per Resolution 16-23 - Adopted June 21st, 2016

[illegible]

Submitted by:

Julie Kolp

Dodge County Finance Director



Reporting Period:
January 1 - 31, 2018

Volume #19

The ERP Project Publication Enterprise Resource Planning (ERP)

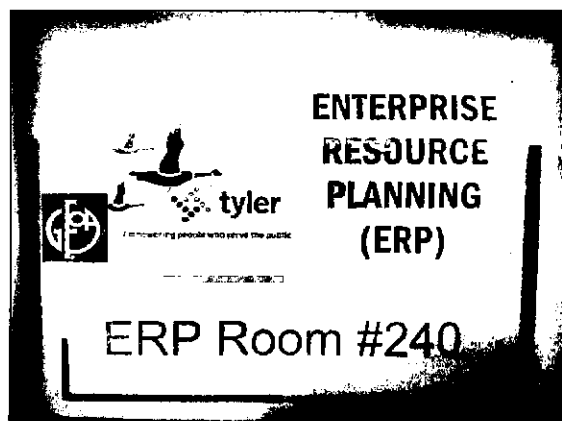
ERP Project Planning Sessions

On February 6 - 7, 2018 Dodge County will be hosting the initial ERP Project planning session. The Tyler team that will be onsite consists of Jane Grant (Implementation Manager), Lindsey Fulton (Project Manager Financials), and Erin Staff (Project Manager Work Orders). From Dodge County the ERP Steering Committee (Jim Mielke, Donna Maly, and Julie Kolp), Project Management Office (Ross Winklbauer, Kim Nass, and Andy Miller), and the ERP Project Functional Leads (Eileen Lifke, Makenzie Drays, Lori Fett, Kevin Nakielski, Monica Hooper, and Bill Wiley) will attend. Rob Roque and Adam Slade from the Governmental Finance Officers Association will also attend the planning session.

Topics to be covered during the two day planning session include; scope planning, education planning, communication planning, resource planning, quality management/testing planning, risk management planning, change management planning, schedule management, and timeline.

The objectives of the two day planning meeting outlined by Tyler Munis include:

- Provide communications on the overall MUNIS Project to key stakeholders.
- Identify, discuss, and facilitate the timely assignment of roles and responsibilities related to the project.
- Determine target live dates and review associated project milestones, critical path activities, and project tasks.
- Begin the process of building a unified Project Team.
- Establish a calendar for months 1-3, set tentative dates for balance of project
- Schedule the ERP Project Stakeholder Presentation.



ERP Project Room #240

If you would like to learn more about the ERP Project or have questions about the project please stop into ERP Room #240. I am normally in the ERP Room and eager to discuss the ERP Project. Otherwise you can call me at extension #3527 or email at rwinklbauer@co.dodge.wi.us.

Thank You,

Ross Winklbauer (Interim ERP Project Director)

ERP Project Governance Structure Update

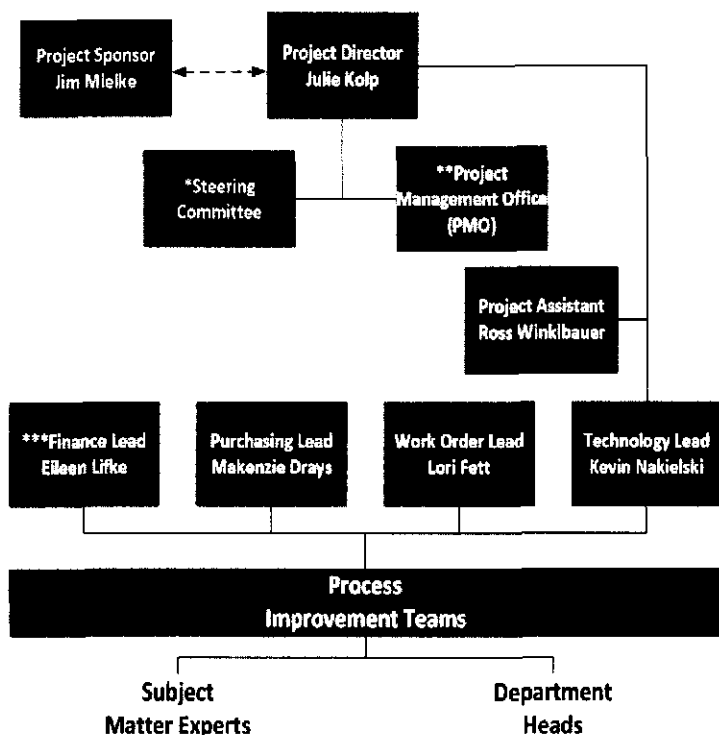
The ERP Project is transitioning from phase #1 Project Readiness to phase #2 Implementation. With the phase change the GFOA was commissioned to update the ERP Project Governance Structure. In discussions with GFOA they emphasized that it is essential for the project teams to be lean and the project roles clearly defined.

Changes to the governance structure include reducing the size of the Steering Committee from 10 members to 3. Reducing the size of the Project Management Office (PMO) from 6 members to 3. The Steering Committee and PMO now have separate members that do not overlap.

The Functional Leads are empowered to make the day-to-day decisions in the new Governance Structure. They will rely on the Subject Matter Experts advice to make informed decisions. Any decision outside of the scope of the Functional Leads will be elevated up the chain to the PMO and then the Steering Committee.

The PMO has oversight of the Functional Leads and advises them. The Steering Committee oversees and advises the Project Director. The Project Director will report the status of the ERP Project's scope, budget, and timeline to the Steering Committee.

Phase #1 Project Readiness ERP Project Governance Structure



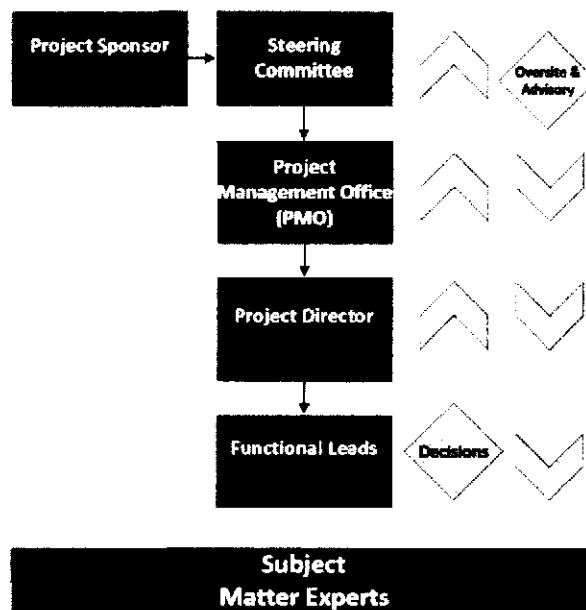
*Steering Committee Members include: Jim Mielke, Julie Kolp, Andy Miller, Donna Maly, Ed Benter, Jane Hooper, Brian Field, and Becky Bell.

**Project Management Office (PMO) Members include: Jim Mielke, Julie Kolp, Andy Miller, and Donna Maly

*** Bill Wiley – Clearview Finance Lead

*** Monica Hooper – Human Services and Health Finance Lead

Phase #2 Implementation ERP Project Governance Structure



Project Sponsor: Jim Mielke

Steering Committee: Jim Mielke, Donna Maly, Julie Kolp

PMO: Ross Winklbauer, Kim Nass, Andy Miller

Project Director: Ross Winklbauer

Functional Leads: Eileen Lifke, Makenzie Drays, Lori Fett, Kevin Nakielski, Monica Hooper, Bill Wiley

RESOLUTION NO. 17-77

**Establish Salaries for the 2019-2022 Term for the
Elected Positions of Sheriff and Clerk of Circuit Court**

TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN
MEMBERS,

WHEREAS, Section 59.22 (1) (a)1., Wisconsin Statutes, requires that before the earliest time for filing nomination papers for any county elective office, which officer is paid in whole or part from the County Treasury, the County Board of Supervisors shall establish the total annual compensation for services to be paid to such officer, exclusive of reimbursement for expenses out of pocket; and,

WHEREAS, such compensation for Dodge County elected officials must be established by the Dodge County Board of Supervisors by April 15, 2018, for the 2019-2022 term for the positions of Sheriff and Clerk of Circuit Court; and,

WHEREAS, total annual compensation for the 2015-2018 term for the positions of Sheriff and Clerk of Circuit Court was established by the Dodge County Board of Supervisors by Resolution No. 13-57; and,

WHEREAS, the Human Resources and Labor Negotiations Committee (Committee) is responsible for recommending to the Dodge County Board of Supervisors the annual compensation to be established for such Dodge County elected officials and has taken into consideration external comparables by comparing the current compensation and duties and responsibilities of each of these positions in relation to the salaries paid to elected officials in other counties in comparison to their duties, and to internal comparables by reviewing the labor grade salary structure for Dodge County department heads and non-represented employees; and,

WHEREAS, the compensation for such elected officials shall be established on a basis of straight salary, with no fees that are collected by the official's office being retained as part of the compensation to the elected official; and,

WHEREAS, the Committee, after considering the comparisons to external and internal comparables, has determined that the salaries for the positions of Sheriff and Clerk of Circuit Court should be increased annually for each year of the 2019-2022 terms of office and recommends the salaries for the positions as set forth herein;

SO, NOW, THEREFORE, BE IT RESOLVED, that the Dodge County Board of Supervisors does hereby establish the following salaries for elected officials for the elective term beginning the first Monday in January, 2019, and continuing until the first Monday in January, 2022:

	<u>Current</u>	<u>New Term</u>							
	2018	2019		2020		2021		2022	
Sheriff	\$91,102.00	\$97,136.50	6.62%	\$98,593.55	1.5%	\$100,072.45	1.5%	\$101,573.54	1.5%
Clerk of Court	\$69,731.00	\$75,765.50	8.65%	\$76,901.98	1.5%	\$78,055.51	1.5%	\$79,226.34	1.5%

1 **BE IT FURTHER RESOLVED**, that the elected officials will be paid on each pay date an amount
2 that is equal to their annual salary divided by the number of pay dates occurring within the respective term
3 year (beginning on the first Monday of a calendar year and continuing until the first Monday of the next
4 calendar year) except for the final pay date of the term year when the amount paid will be the balance of the
5 total annual salary; and,
6

7 **BE IT FURTHER RESOLVED**, that the above-stated salaries shall be the entire compensation for
8 services paid from the Dodge County Treasury to such elected officials, exclusive of reimbursement for
9 expenses out of pocket, and any fees collected by or through the office of said elected officials shall be turned
10 over to the Dodge County Treasurer and placed in the General Fund Account of Dodge County; and,
11

12 **BE IT FURTHER RESOLVED**, that in accordance with County Board Resolution No. 11-18, the
13 person holding the elective office of Sheriff will be classified in the employment category of Protective with
14 Social Security for participation in Wisconsin Retirement System (WRS) benefits and will be responsible for
15 paying the employee required contribution towards WRS benefits based on that classification, which shall be
16 done through payroll deduction; and,
17

18 **BE IT FURTHER RESOLVED**, that the persons holding the elective office of Clerk of Circuit
19 Court will be classified in the employment category of Elected Official for participation in Wisconsin
20 Retirement System (WRS) benefits and will be responsible for paying the employee required contribution
21 towards WRS benefits based on that classification, which shall be done through payroll deduction; and,
22

23 **BE IT FINALLY RESOLVED**, that persons holding the elective offices of Sheriff and Clerk of
24 Circuit Court will be eligible to participate in the health insurance benefit, dental benefit and life insurance
25 benefit offered to Dodge County department heads at the rates and terms and in a manner consistent with the
26 County's policies and procedures, and any contributions or premiums paid therefor by the elected official
27 shall not be considered a reduction of the elected official's total annual compensation.
28

All of which is respectfully submitted this 21st day of February, 2018.

Dodge County Human Resources and Labor Negotiations Committee:


Joseph Marsik


David Frohling


Jeffry Duzhac


Dennis Schmidt

Richard Greshay

Vote Required: Majority of Members present.

Resolution Summary: A resolution to establish salaries for the 2019-2022 term for the elected positions of Sheriff and Clerk of Circuit Court.

1 RESOLUTION NO. 17-78

2 **A Resolution to Alter the Boundaries of Dodge County Supervisory District No. 20,**
3 **Dodge County Supervisory District No. 21, and Dodge County**
4 **Supervisory District No. 22, Based on an Annexation**
5

6 TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN
7 MEMBERS,
8

9 **WHEREAS**, on March 20, 2012, the Dodge County Board of Supervisors adopted a 10-
10 year supervisory district plan entitled the *Dodge County – Final Supervisory District Plan As*
11 *Amended The Second Time Pursuant To 2011 Wisconsin Act 39*, creating county supervisory
12 districts, municipal aldermanic districts, and election wards following the 2010 Census; and,
13

14 **WHEREAS**, Section 59.10(3)(c), of the *Wisconsin Statutes*, allows a county board, in the
15 exercise of its sole discretion, to alter the boundaries of supervisory districts based on
16 annexations which occur after the adoption of the 10-year supervisory district plan, so long as the
17 number of supervisory districts is not changed; and,
18

19 **WHEREAS**, on December 5, 2017, the City of Watertown completed an annexation of a
20 parcel of real estate (parcel), located in the Town of Emmet; and,
21

22 **WHEREAS**, a copy of the annexation ordinance has been marked for identification as
23 Exhibit “A”, and has been attached hereto; and,
24

25 **WHEREAS**, this parcel annexed by the City of Watertown is part of Dodge County
26 Supervisory District No. 20, which consists of Ward 1 of the Town of Emmet, Wards 1 and 2 of
27 the Town of Portland, the Town of Shields, and Ward 7 of the City of Watertown; and,
28

29 **WHEREAS**, it is appropriate to move the annexed parcel into Dodge County
30 Supervisory District Nos. 21 and 22 in the City of Watertown because Dodge County
31 Supervisory District No. 21 consists of Wards 5 and 6 of the City of Watertown, and Dodge
32 County Supervisory District No. 22 consists of Wards 3 and 4 of the City of Watertown; and,
33

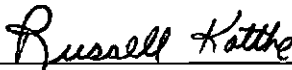
34 **WHEREAS**, this Resolution does not change the number of Dodge County Supervisory
35 Districts;
36

37 **SO, NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of
38 Supervisors hereby amends the *Dodge County – Final Supervisory District Plan As Amended The*
39 *Second Time Pursuant To 2011 Wisconsin Act 39*, by moving the annexed parcel from Dodge
40 County Supervisory District No. 20 to Dodge County Supervisory District No. 21 and 22, as
41 shown on the attached document entitled *City of Watertown Annexation and Alterations of the*
42 *Boundaries of Dodge County Supervisory District No. 20 and Dodge County Supervisory District*
43 *Nos. 21 and 22*, which has been marked for identification as Exhibit “B”; and,

1 **BE IT FINALLY RESOLVED**, that the Chairman of the Dodge County Supervisors
2 shall file a certified copy of this Resolution, including Exhibit "A" and Exhibit "B", with the
3 Secretary of State of the State of Wisconsin in accordance with the provisions of Section
4 59.10(3)(c)4., of the *Wisconsin Statutes*.

All of which is respectfully submitted this 21st day of February, 2018

Dodge County Executive Committee:



Russell Kottke



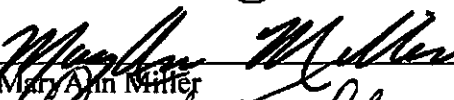
Dennis Schmidt



Donna Maly



Joseph M. Marsik



Mary Ann Miller



Jeff Berres



David Frohling

Vote Required: Majority of Members present.

Resolution Summary: A Resolution to Alter the Boundaries of Dodge County Supervisory District Nos. 20, 21 and 22, based on an Annexation.

DOCUMENT # 1258089

Office of Register of Deeds
Dodge County, Wisconsin
RECEIVED FOR RECORD

December 12, 2017 3:28 PM

CHRIS MANNICH - Registrar
Fee Amount: \$38.00
of Pages 3



Document No.

Document Title

**AN ORDINANCE
FOR ATTACHMENT OF REAL ESTATE BY BOUNDARY
ADJUSTMENT FROM THE TOWN OF EMMET TO THE CITY OF
WATERTOWN, DODGE COUNTY, WISCONSIN**

Sponsor: John David, Mayor & Chair
Committee: Plan Commission (Positive Recommendation)

WHEREAS, the City of Watertown and Town of Emmet adopted a Cooperative Plan Consistent with § 66.0307, Wisconsin Statutes, and which approved by the Wisconsin Department of Administration, which identifies areas within the Town of Emmet as expansion areas to mandatorily attach to the City of Watertown; and,

WHEREAS, the proposed territory to be attached is located within Area "3" (Exhibit "A"), Highway 16 Railroad Right-of-Way Area, is identified in the Intergovernmental Cooperative Plan Pursuant to Wisconsin Statute Section

Return to:

City Clerk
106 Jones Street, P.O. Box 477
Watertown, WI 53094

Parcel Numbers:
016-0915-2914-005

0515

66.0307 Agreement between the City of the Watertown and the Town of Emmet to undergo a mandatory boundary adjustments on September 29, 2016 and is further outlined in Section 3.02 of the Agreement; and,

WHEREAS, a copy of the Intergovernmental Cooperative Plan Pursuant to Wisconsin Statute Section 66.0307 Agreement between the City of Watertown and the Town of Emmet has been reviewed by the Watertown Plan Commission and has been given to the Town Board of the Town of Emmet, in compliance with § 66.0307 (2) and (4) of the Wisconsin Statutes; and,

WHEREAS, the City of Watertown under Sections 6.02 and 8.03 of the Intergovernmental Cooperative Plan Pursuant to Wisconsin Statute Section 66.0307 Agreement between the City of Watertown and the Town of Emmet, has given a minimum ten (10) days advanced, written notice to the Town of Emmet Clerk; and,

WHEREAS, the Town of Emmet has not filed an objection to the attachment with the City; and,

WHEREAS, the Watertown Plan Commission has indicated its support and positive recommendation for attachment; and,

WHEREAS, the total assessed value of the below described real estate properties is \$0.

NOW, THEREFORE, THE COMMON COUNCIL OF THE CITY OF WATERTOWN DOES ORDAIN AS FOLLOWS:

SECTION 1. That the following described real estates be, and the same is, hereby detached from the Town of Emmet, Dodge County, Wisconsin, and for the attachment of same to the City of Watertown, Dodge County, Wisconsin, *to wit:*

1. Railroad Right-of-Way all that part of railroad being a strip of land 100 feet in width running from the South line of the Southeast ¼ of the Southeast ¼ to the East line of the Northeast ¼ of Section 29 and running thru the Southeast ¼ of the Southeast ¼, the Northeast ¼ of the Southeast ¼, the Southeast ¼ of the Northeast ¼ and the Northeast ¼ of the Northeast ¼, all in Section 29, Town 9 North, Range 15 East. (PIN: 016-0915-2914-005)

IT IS FURTHER ORDAINED AS FOLLOWS:

SECTION 2. That the above described real estate properties shall be made part of the Sixth (6th) Ward of the Second (2nd) Aldermanic District South of the State Highway 16 centerline and made part of the Fourth (4th) Ward of the Sixth (6th) District North of the State Highway 16 centerline of the City of Watertown, Dodge County, Wisconsin

SECTION 3. That the above described real estate property has a total population of 0 persons

SECTION 3 4. That a future, zoning classification on the real estate properties above shall be designated as Right-of-Way

SECTION 4 5. All ordinances or parts of ordinances inconsistent with the provision of this ordinance are hereby repealed

SECTION 5 6. This ordinance shall take effect and be in force the day following its passage and publication

This is to certify that I have compared the attached copy with the original record now on file in my office and that the same is a correct transcript thereof and of the whole thereof. In Testimony Whereof, I have hereunto subscribed my name and affixed the seal of the City of Watertown this 6th day of December, 2017.

Cynthia D. Suppuck
City Clerk/Treasurer

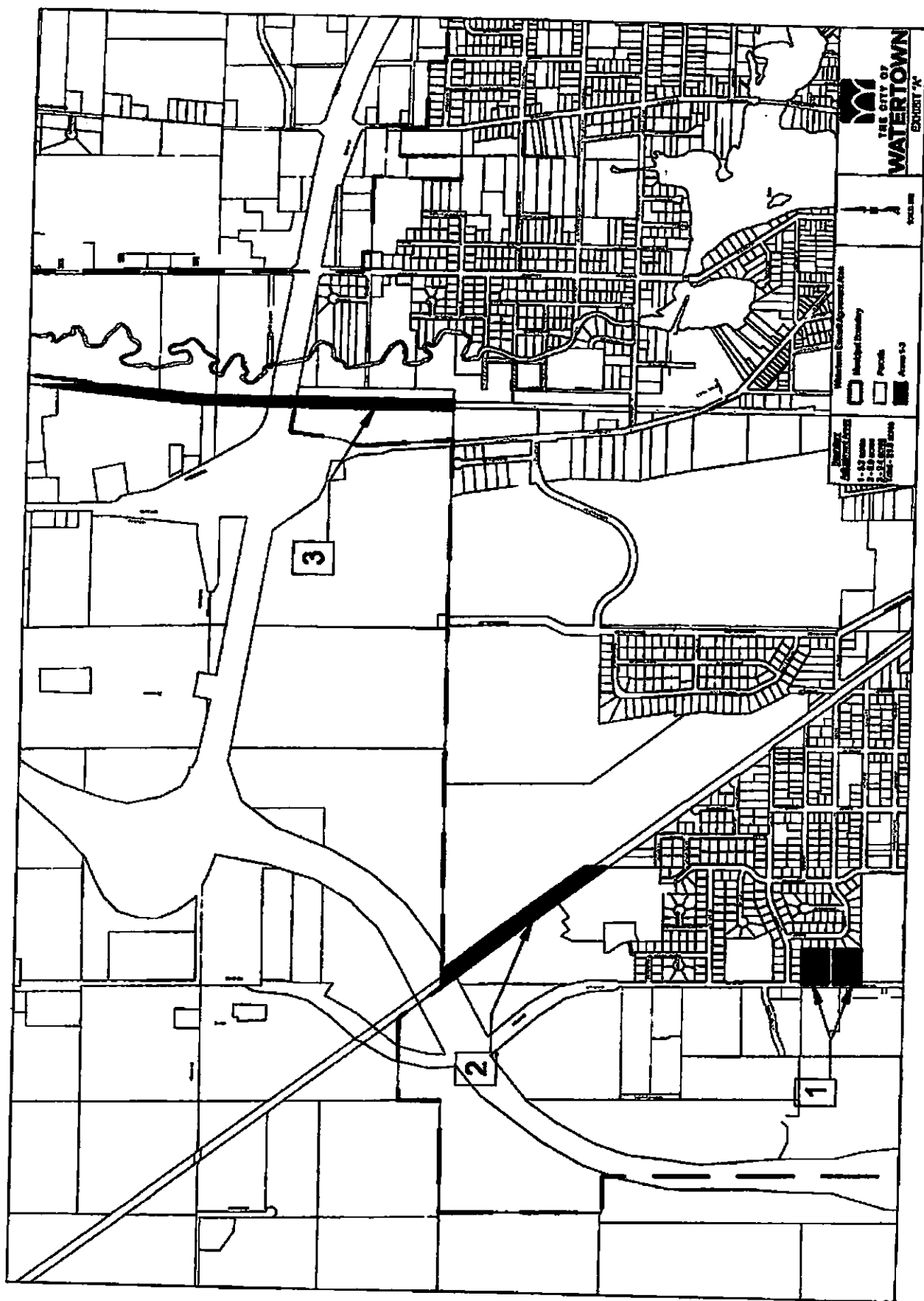
ADOPTED

Dec. 5, 2017
Cynthia D. Suppuck
CITY CLERK/TREASURER

APPROVED

Dec. 5, 2017
John David
MAYOR

056



**City of Watertown Annexation and Alteration of the Boundaries of
Dodge County Supervisory District No. 20, Dodge County Supervisory
District No. 21, and Dodge County Supervisory District No. 22**

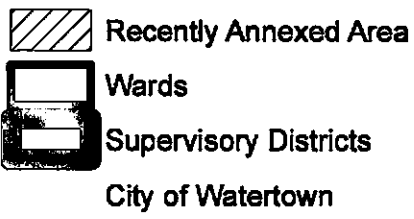


EXHIBIT "B"

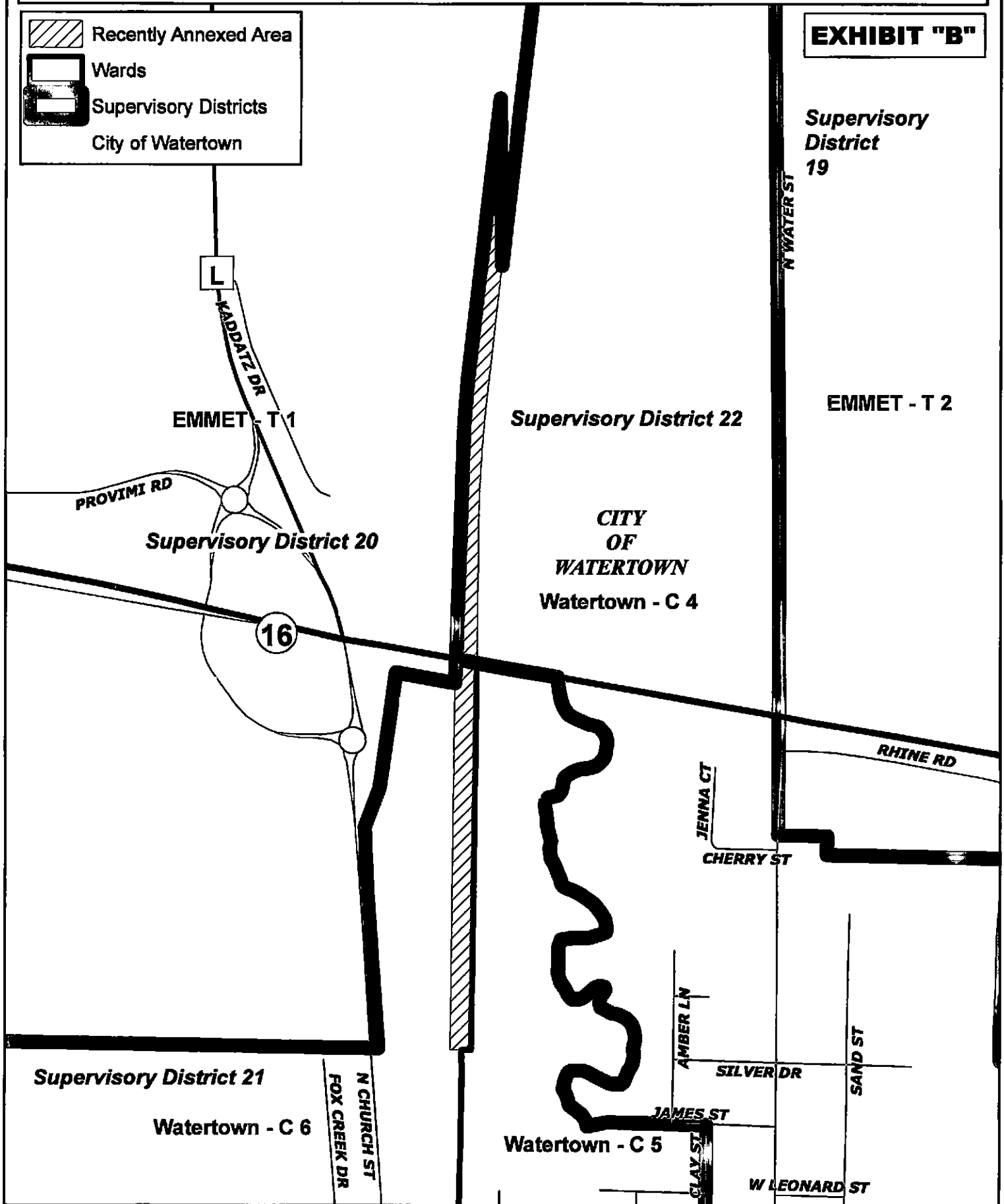


Exhibit "B"

1 RESOLUTION NO. 17-79

2
3 **Continuation of the Self-Insured Worker's Compensation Program**

4
5 TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN
6 MEMBERS,

7
8 **WHEREAS**, Dodge County, Wisconsin, is a qualified political subdivision of the State of
9 Wisconsin; and,

10
11 **WHEREAS**, the Wisconsin Worker's Compensation Act provides that employees covered by the
12 Wisconsin Worker's Compensation Act either insure their liability with worker's compensation insurance
13 carriers authorized to do business in Wisconsin, or to be exempted (self-insured) from insuring liabilities
14 with a carrier and thereby assuming the responsibility for its own worker's compensation risk and payment;
15 and,

16
17 **WHEREAS**, the State and its political subdivisions may self-insure worker's compensation
18 without a special order from the Department of Workforce Development if they agree to report faithfully
19 all compensable injuries and agree to comply with the Worker's Compensation Act and the rules of the
20 Department of Workforce Development; and,

21
22 **WHEREAS**, the Dodge County Human Resources and Labor Negotiations Committee, at its
23 February 8, 2018 meeting, approved the continuation of the self-insured worker's compensation program,
24 in compliance with Wisconsin Administrative Code DWD 80.60(3);

25
26 **SO, NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Supervisors
27 does hereby provide for the continuation of the self-insured worker's compensation program that is
28 currently in effect; and,

29
30 **BE IT FINALLY RESOLVED**, that the Dodge County Board of Supervisors does hereby
31 authorize and direct the Dodge County Clerk to transmit a certified copy of this resolution to the Worker's
32 Compensation Division of the Wisconsin Department of Workforce Development.


All of which is respectfully submitted this 21st day of February, 2018.

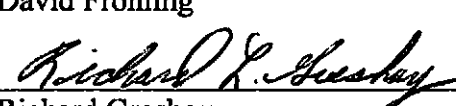
Dodge County Human Resources and Labor Negotiations Committee:


Joseph Marsik

Jeffry Duchac

David Frohling


Dennis Schmidt


Richard Greshay

Vote Required: Majority of Members present.

Resolution Summary: Continuation of the Self-Insured Worker's Compensation Program.

Zev D. Kianovsky
Asst. Corporation Counsel
(920) 386-3881

Julie K. Wilhelm
Asst. Corporation Counsel
(920) 386-3593

Sean P. Donohue
Asst. Corporation Counsel
(920) 386-4337

County of Dodge
Office of Corporation Counsel
127 E. Oak Street
Fourth Floor, Administration Bldg.
Juneau, WI 53039-1329
Fax (920) 386-3596

Kimberly A. Nass
Corporation Counsel
(920) 386-3592

Kelly L. Lepple
Secretary to Corporation Counsel
(920) 386-3590

Karen S. Schultz
Administrative Assistant
(920) 386-3964

Victoria L. Rahn
Legal Secretary I
(920) 386-3591

MEMORANDUM

TO: The Dodge County Board of Supervisors

FROM: Kimberly A. Nass, Dodge County Corporation Counsel *kan*

DATE: February 21, 2018

RE: Creation of Enterprise Resource Planning (ERP) Project Director Position by Resolution No. 17-80

On Monday, February 12, 2018, the Dodge County Information Technology Committee considered the above-referenced Resolution. After review, the Committee supported the Resolution by a vote of 3-0. Two members were absent from the meeting.

The Resolution was presented to the Finance Committee on February 13, 2018. Members of the Finance Committee reviewed the Resolution and considered the importance of having a dedicated Project Director for the ERP Project; however, relevant questions were raised regarding the status of the position after the ERP Project is fully implemented. The implementation process is beginning, in earnest, in March of 2018, with a projected 20-month implementation schedule.

Members of the Finance Committee appeared to generally support the Resolution; however, it was determined that an amendment would be offered on the County Board floor which will provide language to the effect of requiring an evaluation / analysis of the Project Director position on or before August of 2019.

Based on the discussion at the meeting and hearing the concerns raised, the following is a suggested amendment that may be inserted on Page 2 beginning on Line 13:

"... with a review and evaluation of the Project Director position no later than August of 2019, consistent with the procedures set forth in the County Board Rules (Rule 37)."

Should you have any questions about this Memo, please do not hesitate to contact me.

KAN

cc: Jim Mielke, Dodge County Administrator

1 RESOLUTION NO. 17-80

2
3 **Authorize Creation of Enterprise Resource Planning (ERP)**
4 **Project Director Position and Appointment of Project Director**

5
6 TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN
7 MEMBERS,

8
9 **WHEREAS**, in July of 2017, the Dodge County Board of Supervisors adopted Resolution No.
10 17-21, which authorized entering into a contract with Tyler/Munis for the acquisition and
11 implementation of a new Enterprise Resource Planning (ERP) system (also known as a financial
12 software package); and,

13
14 **WHEREAS**, on December 28, 2017, a contract was executed with Tyler/Munis for the
15 Enterprise Resource Planning Project (ERP Project), and project teams are being assembled in
16 preparation for project kickoff; and,

17
18 **WHEREAS**, for successful implementation of the project, the Finance Committee recognizes
19 the importance of designating a Project Director to coordinate the project implementation and
20 alignment of same with the goals and strategies established by the Project Sponsor and Steering
21 Committee, all in the best interest of Dodge County, with the general responsibilities of the project
22 director as follows: 1) development, implementation and maintenance of a project plan; 2)
23 coordination of all internal resources; 3) ensuring the timely delivery of work under the Tyler/Munis
24 contract and on the part of county personnel; 4) serving as a liaison with external consultants; 5)
25 ensuring timely and effective decision-making on the part of the county; 6) daily management of
26 project activities and project logistics; and, 7) effective communication regarding project status
27 throughout the county organization; and,

28
29 **WHEREAS**, the duties, responsibilities and organizational position of a Project Director are
30 described in the project governance document attached hereto as Exhibit "A", an excerpt from ERP
31 Project Charter reflecting project structure and governance; and,

32
33 **WHEREAS**, the Dodge County Finance Committee and the Dodge County Information
34 Technology Committee recognize that the Human Resources and Labor Negotiations Committee
35 placed the ERP Project Director in the Dodge County Miscellaneous Wage Schedule at a rate of
36 \$33.65 per hour; and,

37
38 **WHEREAS**, the Dodge County Administrator (Project Sponsor) has appointed Ross
39 Winklbauer as the Interim Project Director, thus, leaving the position of Project Assistant vacant;
40 and,

41
42 **WHEREAS**, the Finance Committee recommends that the position of Project Assistant remain
43 vacant, and the funding associated with the position be used to cover a portion of the Project Director
44 position which will be moved to the Information Technology Budget; and,

45

1 **WHEREAS**, the Finance Committee further recommends that the position of Project Director
2 report to the Project Sponsor and that the Project Director position be transferred from the
3 organizational chart of the Finance Department to the Information Technology Department; and,
4

5 **WHEREAS**, the ERP Project Cost Itemization, attached as Exhibit "A", to Resolution No.
6 17-21, was adopted as a part of Resolution No. 17-21, with a contingency fund in the amount of
7 \$275,000;
8

9 **SO, NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of
10 Supervisors hereby authorizes and approves the creation of the Project Director position in the
11 Information Technology Department, effective February 19, 2018, with the general duties and
12 placement within the ERP Project Organizational Chart, as set forth in Exhibit "A", and attached
13 hereto; and,
14

15 **BE IT FURTHER RESOLVED**, that on the recommendations of the Finance Committee,
16 the Dodge County Board of Supervisors hereby authorizes:
17

- 18 1. The Dodge County Administrator to officially appoint the Project Director, with said
19 position reporting directly to the Project Sponsor;
20
- 21 2. The transfer of funding for the Project Assistant position from the 2018 Finance
22 Department Budget to the 2018 Information Technology Budget for purposes of funding
23 the Project Director position; and,
24
- 25 3. Any remaining funding for the Project Director position for 2018, be supplied by the ERP
26 Project Cost Contingency which was authorized as a part of Resolution No. 17-21; and,
27

28 **BE IT FURTHER RESOLVED** that the position of Project Assistant is hereby vacant and
29 any funding to fill the position requires County Board approval; and,
30

31 **BE IT FINALLY RESOLVED** that the Finance Director is authorized and directed to
32 transfer funds from the 2018 Finance Department Budget, Business Unit 1301, Finance, Account No.
33 .5100 Series, Wages and Benefits, to the 2018 Information Technology Department Budget, Business
34 Unit 1801, Information Technology, Account No. .5100 Series, Wages and Benefits.

 All of which is respectfully submitted this 21st day of February, 2018.

Dodge County Finance Committee:

David Frohling


Richard Fink

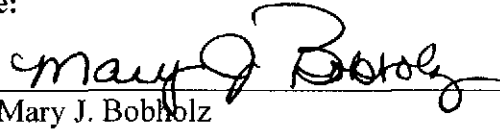
David Guckenberger

Thomas J. Schaefer

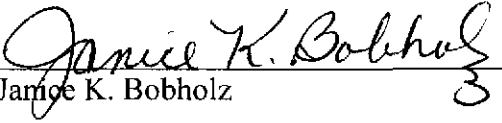
Ed Benter

Dodge County Information Technology Committee:


Donna Maly


Mary J. Bobholz


Jeffrey Duchac


Janice K. Bobholz

Jeremy Bartsch

FISCAL NOTE:

The revenue/expenditure is contained in the current year budget: X Yes ___ No ___ N/A.

Budget Impact: \$0.00. Finance Committee review date: February 13, 2018. Chair initials: .

Vote Required: Majority vote of members present.

Resolution Summary: Resolution to authorize creation of Enterprise Resource Planning Project Director position and appointment of ERP Project Director.



2_PROJECT STRUCTURE [\[Top\]](#)

2.1_ROLES and RESPONSIBILITIES [\[Top\]](#)

The following roles have been defined for this project.

Project Sponsor. The Project Sponsor is the champion of the project, who:

- Authorizes the Project
- Provides strategic direction for the project
- Obtains funding approval for the project
- Ensures on-going commitment throughout the project
- Serves as the Chair of the Steering Committee

Steering Committee. The Steering Committee members represent strategic stakeholder leadership of the County. Their role is to:

- Provide guidance regarding scope, schedule and budget
- Review and approve the Project Charter
- Provide advisory and consultative direction for the Project Management Office.
- Provides guidance or resolution to processes involving County policies
- Coordinate Department tasks, as appropriate
- Ensures that adequate resources are provided for the successful completion of the project
- The Chair of the Steering Committee is the Project Sponsor

Project Management Office (hereafter 'PMO'). The PMO coordinates activities not directly managed by the Project Director or within the scope of ERP project. The PMO:

- Helps secure project resources
- Coordinates resources on competing projects
- Coordinates technology tasks
- Manages project contracts
- Assists the Project Director with project personnel management
- Promotes project standards
- Recruits appropriate project resources
- Assists with project quality and payment review
- Reports to the Steering Committee

Project Director. The Project Director is the executive level project manager responsible for:

- Managing day-to-day activities during implementation
- Managing the ERP Project Team
- Managing the project scope, budget, and timeline
- Creating and enforcing project standards
- Managing project communications
- Serving as project liaison for external consultants
- Monitoring project tasks to ensure the timely delivery of work products.
- Reviewing and accepting project deliverables



- Participating in Project Management Office

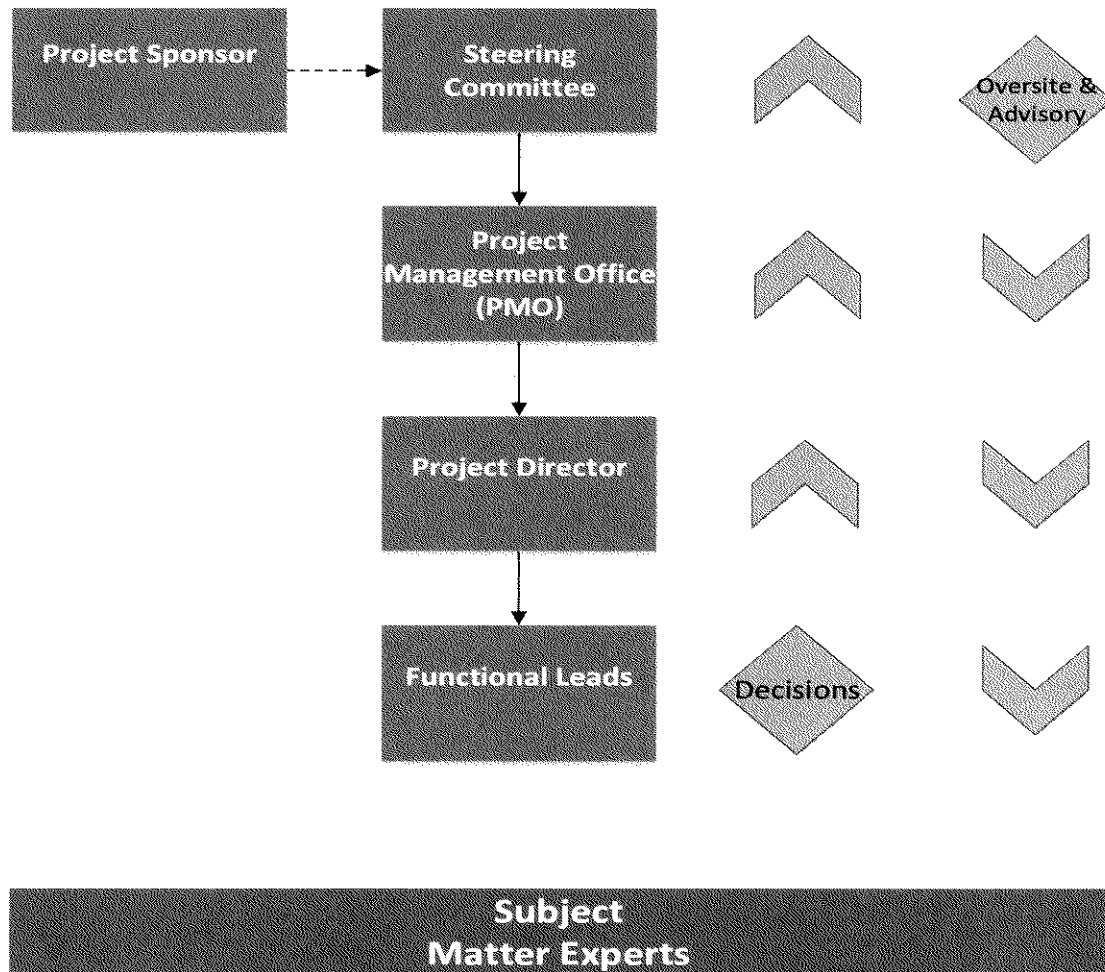
Functional Leads. Stakeholder participation will occur through functional and technical teams. These teams will be led by County staff permanently assigned to the project for the duration of the implementation. The Functional Leads will:

- Assist the Project Director with managing project activities
- Work alongside the ERP consultants
- Identify appropriate stakeholders to participate in certain project activities
- Lead change management for their assigned functions
- Manage the completion of assigned project tasks
- Manage project documentation
- Manage requirements traceability
- Make project decisions in a timely manner
- Make recommendations and assist in the development of policies and procedures for best practice business processes.
- Review project deliverables
- Elevate issues when appropriate
- Report to the Project Director

Subject Matter Experts. The Subject Matter Experts will consist of County staff that will serve periodically on the project to fulfill implementation tasks such as testing validation, communications assistance, and other similar activities required to complete successful change management for the County.

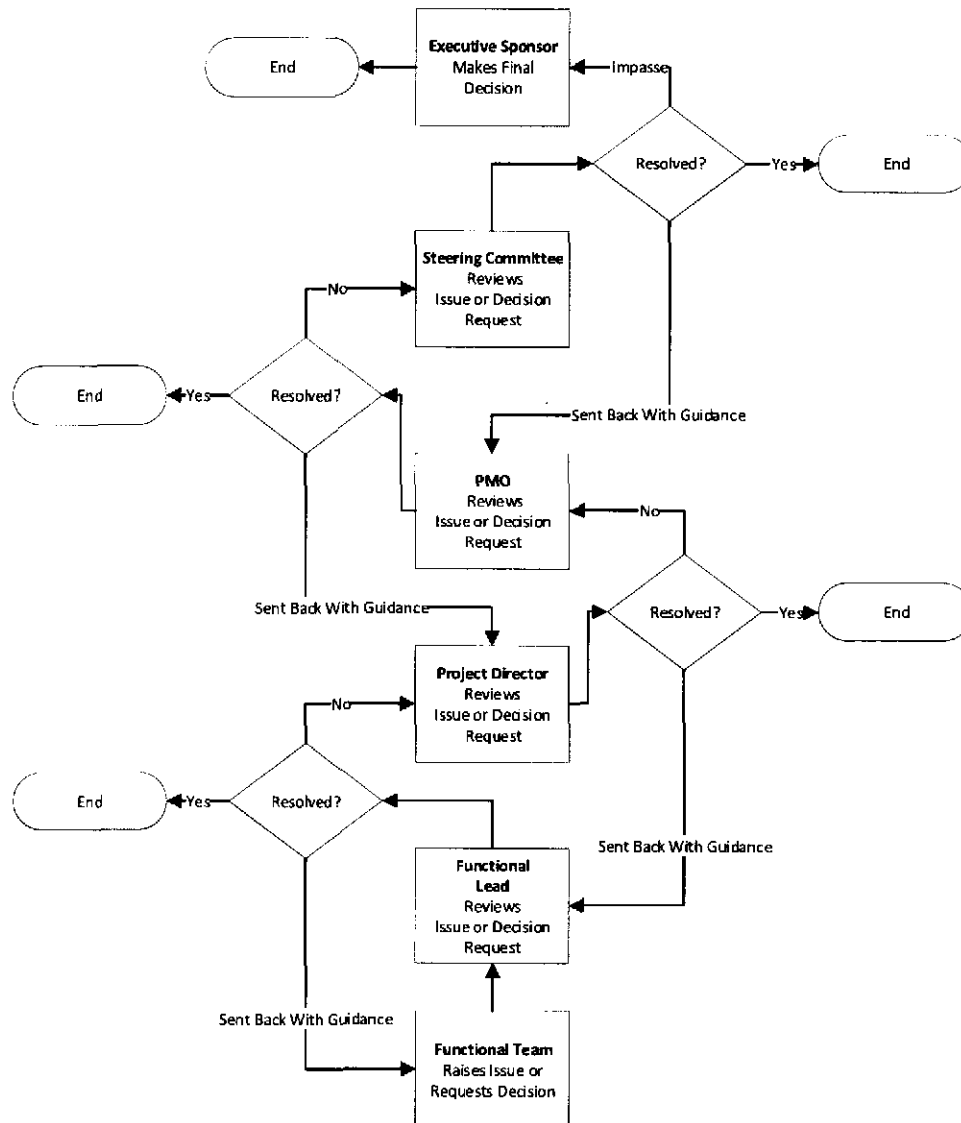
2.2_Project Governance Structure [\[Top\]](#)

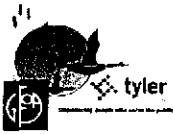
The following is the project governance, which includes formal rules, procedures, and structures by which the ERP Project will be governed.



2.3_Decision/Issue Escalation Process [\[Top\]](#)

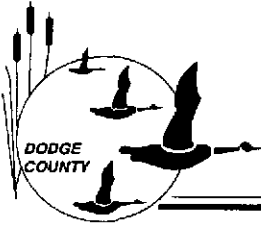
The diagram below outlines the project escalation process.





2.4_Project Stakeholders [\[Top\]](#)

Stakeholder	Name and Title
Project Sponsor	<ul style="list-style-type: none">• Jim Mielke, County Administrator
Steering Committee	<ul style="list-style-type: none">• Jim Mielke, County Administrator (Chair)• Donna Maly, County Board Supervisor – IT Committee Chair• Julie Kolp, County Finance Director
Project Management Office (PMO)	<ul style="list-style-type: none">• Ross Winklbauer, Project Director (Chair)• Andy Miller, Veterans Service Officer – ERP Project Systems Integrator• Kim Nass, Corporation Counsel – ERP Project Contract Manager
Project Director	<ul style="list-style-type: none">• Ross Winklbauer, Project Director
Department Heads	<ul style="list-style-type: none">• County, Department Heads
Functional Leads	<ul style="list-style-type: none">• Eileen Lifke, County Assistant Finance Director<ul style="list-style-type: none">○ General Ledger/Project/Grant/Budget Prep/Budget Control/Finance Lead• Monica Hooper, Division Manager Fiscal Support Services<ul style="list-style-type: none">○ Internal Controls/Finance Lead• Bill Wiley, Director of Financial Services<ul style="list-style-type: none">○ Report/Receivables/Finance Lead• Makenzie Drays, County Senior Accountant<ul style="list-style-type: none">○ Purchasing Lead• Kevin Nakielski, IT Database Administrator<ul style="list-style-type: none">○ Technology Lead• Lori Fett, County Highway Office Manager<ul style="list-style-type: none">○ Work Order/Inventory Lead
Subject Matter Experts (SMEs)	<ul style="list-style-type: none">• Department representatives identified by PMO & project leads as having overall business process expertise in specific functions.
County Board Supervisors	<ul style="list-style-type: none">• Thirty-three elected officials who oversee the operation of county government
County End-Users	<ul style="list-style-type: none">• Any stakeholder with access to future ERP solution
County Constituents	<ul style="list-style-type: none">• Any County customer
Outside Consultants	<ul style="list-style-type: none">• Any outside contractors used by the County for the ERP project.



Clearview

Date: January 25, 2018

To: Honorable Dodge County Board of Supervisors

From: Jane Hooper

RE: 2017 Budget Adjustment Resolution

Clearview estimates its revenue budget on the basis of historical and economic trends. Clearview also estimates revenues based on projected census, payer source, and reimbursement rate. In response to the actual revenue recognized in 2017 Clearview must adjust its revenue budgets for 2017 accordingly.

The Nursing Home and Brain Injury Center reflected lower than expected private payment revenue. In the Behavioral Health and Assisted Living facilities private payment revenue was higher than expected. The net effect across all facilities was a deficit of \$525,000.

Medicare Advantage revenue in the Nursing Home was significantly higher than what was budgeted in the amount of \$350,000.

Medicaid revenue was down by \$500,000 in the Nursing Home however in the Brain Injury Center Medicaid revenues exceeded budget estimates by \$600,000.

Managed Care Organization revenues were higher than budget estimates across all facilities except for Behavioral Health and one Group Home. These excess revenues were offset by lower than expected revenue from Commercial insurances. The net effect across the entire campus was \$0.

County revenues exceeded budget amounts by \$125,000 in the Nursing Home, Behavioral Health and Assisted Living facilities.

The total increases in revenues are \$2,505,000. The total decreases in revenues are \$2,505,000 with a net change in revenues of \$0.

Food and supply expenses were slightly higher than budget estimates due to greater needs. The net increase of these expense increases is \$58,400.

Several expense lines had costs that were lower than budget amounts. They are; consulting physicians and dentists, legal services, utility and Nursing Home supplies. The net decrease of these expenses are \$58,400.

Sincerely,


Jane Hooper
Clearview Executive Director

198 County DF, Juneau, WI 53039
Telephone (920) 386-3400 * Fax (920) 386-4168

RESOLUTION NO. 17-81

Clearview 2017 Dodge County Budget Amendment

TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN
MEMBERS,

WHEREAS, the Dodge County Board of Supervisors adopted the 2017 Dodge County Budget on November 15, 2016; and,

WHEREAS, due to events which have taken place and circumstances which have changed since the Dodge County Board of Supervisors adopted the 2017 Dodge County Budget, it is now necessary to change the amounts of some of the various revenues and expenses that were stated in the 2017 Dodge County Budget for Clearview at the time it was adopted; and,

WHEREAS, the Dodge County Health Facilities Committee hereby recommends to the Dodge County Board of Supervisors, that the Dodge County Board of Supervisors authorize and direct the Dodge County Finance Director to change the amounts of those revenues and expenses, as specified in the attached document entitled *Unbudgeted/Excess Revenue Appropriation Revenue and Expenditure Adjustment Form*, attached hereto and incorporated herein as Exhibit "A";

SO, NOW, THEREFORE, BE IT RESOLVED, that the Dodge County Board of Supervisors approves the budget amendment with adjustments to revenues and expenditures in the 2017 Clearview Budget, as reflected on Exhibit "A", and hereby authorizes and directs the Dodge County Finance Director to change the amounts of those appropriations, as specified in Exhibit "A".

All of which is respectfully submitted this 21st day of February, 2018.


Dodge County Health Facilities Committee:


Larry Bischoff


Dan Hilbert


Jeffry Duchac


Lisa Derr


Thomas J. Schaefer


FISCAL NOTE:

The revenue/expenditure is contained in the current year budget: Yes X No N/A.

Budget Impact: \$ Net 0. Finance Committee review date: February 13, 2018. Chair initials: DS.

Vote Required: Two-thirds (2/3) of members elect.

Resolution Summary: Resolution amending the 2017 Dodge County Budget (Clearview).

	Dodge County, Wisconsin Finance Department Unbudgeted/Excess Revenue Appropriation Revenue and Expenditure Adjustment Form				Doc = BX Ledger = BA
	Effective January 1st, 2016				For Finance Department use only Doc# _____ Batch# _____ GL Date: _____
	Date: 1/25/18				
	Department: Clearview				
Description of Adjustment: Budgeted revenues are being adjusted to reflect the actual amount of revenue by facility and payer. Expenses are also being adjusted due to a greater demand on dietary and household supplies and lower than expected consulting, legal and utility costs.					
Budget Adjustment					
Business Unit Number	Account Object Number	Subsidiary Number	Account Title	Amount	
REVENUES					
4528	4652		MA MCO Revenue	575,000	
4528	4631		Medicaid-SNF	500,000	
4520	4615		PVT-MC Advantage	350,000	
4520	4652		MA MCO Revenue	150,000	
4528	4644		MA-Retro Revenue	100,000	
4524	4652		MA MCO Revenue	100,000	
4527	4602		Private Pay Reven	90,000	
4520	4644		MA-Retro Revenue	80,000	
4526	4652		MA MCO Revenue	80,000	
4525	4603		Private Pay	75,000	
4524	4602		Private Pay Reven	65,000	
4521	4652		MA MCO Revenue	60,000	
4525	4653		Commercial Ins. R	60,000	
4525	4734	45	CV Other	50,000	
4519	4697		Other Revenue	40,000	
4524	4734	45	CV Other	40,000	
4521	4644		MA-Retro Revenue	25,000	
4525	4794	01	Clrv-MI-	20,000	
4521	4639		MA Supplemental	15,000	
4519	4668		Transportation Se	15,000	
4520	4734	45	MCHA Assessment	15,000	
4526	4602		Private Pay Reven	(30,000)	
4520	4639		MA Supplemental	(75,000)	
4527	4652		MA MCO Revenue	(75,000)	
4525	4652		MA MCO Revenue	(125,000)	
4521	4636		Medicaid-ICF MR	(150,000)	
4520	4603		Private Pay	(225,000)	
4520	4653		Commercial Ins. R	(250,000)	
4528	4603		Private Pay	(500,000)	
4520	4631		MA-SNF	(500,000)	
4528	4653		Commercial Ins Re	(575,000)	
EXPENSES					
4541	5343		Raw Food	18,000	
4520	5211	05	Consulting Physician	10,000	
4520	5347	39	MC-Other	9,000	
4544	5349		Other Supplies	7,000	
4541	5349		Other Dietary Sup	5,300	
4556	5223		Sewer Services	4,600	
4541	5347		Nourishments	4,500	
4532	5211	09	Consulting Dentist	(5,000)	
4520	5349		MA-Other Supplies	(8,400)	
4556	5224		Natural Gas Servi	(10,000)	
4582	5212		Legal Services	(15,000)	
4532	5211	05	Consulting Physician	(20,000)	
Exhibit "A"					

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RESOLUTION NO. 17-82

Highway Department 2017 Dodge County Budget Amendment

TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN
MEMBERS,

WHEREAS, the Dodge County Board of Supervisors adopted the 2017 Dodge County Budget on
November 15, 2016; and,

WHEREAS, due to events which have taken place and circumstances which have changed since the
Dodge County Board of Supervisors adopted the 2017 Dodge County Budget, it is now necessary to change the
amounts of some of the various revenues and expenses that were stated in the 2017 Dodge County Budget for the
Dodge County Highway Department at the time it was adopted; and,

WHEREAS, the Wisconsin Department of Transportation contracted with Dodge County in 2017 to
perform traffic and discretionary maintenance projects on the State Highway System; and,

WHEREAS, the unbudgeted work performed by Dodge County will result in \$116,450 in unbudgeted
expenses and \$116,450 in unbudgeted revenues in 2017; and,

WHEREAS, the Dodge County Highway Committee has reviewed these expenditures and revenues
for the traffic and discretionary maintenance performed by Dodge County on the State Highway System, and
has determined that the expenditures and revenues were reasonable and necessary; and,

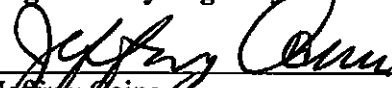
WHEREAS, the Highway Committee recommends that the Dodge County Board of Supervisors
approve a budget amendment in the amount of \$116,450 in expenditures and revenues to the 2017 Highway
Department Budget;

WHEREAS, the Dodge County Highway Committee hereby recommends to the Dodge County Board of
Supervisors, that the Dodge County Board of Supervisors authorize and direct the Dodge County Finance Director
to change the amounts of those revenues and expenses, as specified in the attached document entitled
Unbudgeted/Excess Revenue Appropriation Revenue and Expenditure Adjustment Form, attached hereto and
incorporated herein as Exhibit "A";

SO, NOW, THEREFORE, BE IT RESOLVED, that the Dodge County Board of Supervisors hereby
approves the budget amendment with adjustments to revenues and expenditures in the 2017 Highway
Department Budget, as reflected on Exhibit "A", and authorizes and directs the Dodge County Finance
Director to change the amounts of those appropriations, as specified in the attached document entitled
Unbudgeted/Excess Revenue Appropriation Revenue and Expenditure Adjustment Form, attached hereto and
incorporated herein as Exhibit "A".

All of which is respectfully submitted this 21st day of February, 2018.

Dodge County Highway Committee:


Jeffrey Caine

William Muche


Jeff Berres


Ed Nelson

FISCAL NOTE:

The revenue/expenditure is contained in the current year budget: ___ Yes X No ___ N/A.

*Budget Impact: \$116,450. Finance Committee review date: February 13, 2018. Chair initials: *JS* .*

Vote Required: Two-thirds (2/3) of members elect.

Resolution Summary: Highway Department 2017 Dodge County Budget Amendment in the amount of \$116,450.



Dodge County, Wisconsin
Finance Department
Unbudgeted/Excess Revenue Appropriation
Revenue and Expenditure Adjustment Form
Effective January 1st, 2016

Doc = BX
Ledger = BA

Date: 01/26/2018

Department: Highway

For Finance Department use only

Doc# _____

Batch# _____

GL Date: _____

Description of Adjustment:

Unbudgeted revenue and expenditures from the Wisconsin Department of Transportation for accident repairs that are done on State Highway's. The revenue and expenditures received are variable based on the number of accidents that occur in Dodge County.

Budget Adjustment

Business Unit Number	Account Object Number	Subsidiary Number	Account Title	Amount
3328	4723	01	STHS Other	116,450.00
3328	5121		STHS Other-Wages	37,064.00
3328	5122		STHS Other-OT Wages	1,924.00
3328	5491		STHS Other-Employee Benefits	23,105.00
3328	5492		STHS Other-Field Small Tools	1,724.00
3328	5493		STHS Other-Equipment	15,973.00
3328	5494		STHS Other-Materials/Supplies	36,660.00

Note the total Budget Adjustment must balance

Exhibit "A"

RESOLUTION NO. 17-83

Highway Department 2017 Dodge County Budget Amendment

TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN
MEMBERS,

WHEREAS, the Dodge County Board of Supervisors adopted the 2017 Dodge County Budget on
November 15, 2016; and,

WHEREAS, due to events which have taken place and circumstances which have changed since the
Dodge County Board of Supervisors adopted the 2017 Dodge County Budget, it is now necessary to change the
amounts of some of the various revenues and expenses that were stated in the 2017 Dodge County Budget for the
Dodge County Highway Department at the time it was adopted; and,

WHEREAS, the Highway Department has received from other government unit services, unbudgeted
revenue in the amount of \$88,153, for its assistance that it provides surrounding counties in completing highway
road projects; and,

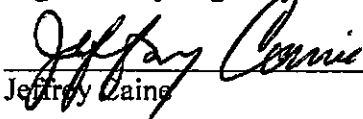
WHEREAS, the Highway Department has also experienced a net increase in unbudgeted expenses in
2017, in part due to the increased services provided; and,

WHEREAS, the Dodge County Highway Committee hereby recommends to the Dodge County Board of
Supervisors, that the Dodge County Board of Supervisors authorize and direct the Dodge County Finance Director
to change the amounts of those revenues and expenses, as specified in the attached document entitled
Unbudgeted/Excess Revenue Appropriation Revenue and Expenditure Adjustment Form, attached hereto and
incorporated herein as Exhibit "A";

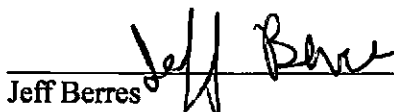
SO, NOW, THEREFORE, BE IT RESOLVED, that the Dodge County Board of Supervisors hereby
approves the budget amendment with adjustments to revenues and expenditures in the 2017 Highway
Department Budget, as reflected on Exhibit "A", and authorizes and directs the Dodge County Finance
Director to change the amounts of those appropriations, as specified in the attached document entitled
Unbudgeted/Excess Revenue Appropriation Revenue and Expenditure Adjustment Form, attached hereto and
incorporated herein as Exhibit "A".


All of which is respectfully submitted this 21st day of February, 2018.

Dodge County Highway Committee:


Jeffrey Caine


William Muche


Jeff Berres


Ed Nelson

FISCAL NOTE:

The revenue/expenditure is contained in the current year budget: ___ Yes X No ___ N/A.

Budget Impact: \$88,153. *Finance Committee review date:* February 13, 2018. *Chair initials:* .

Vote Required: Two-thirds (2/3) of members elect.

Resolution Summary: Highway Department 2017 Dodge County Budget Amendment in the amount of \$88,153.



Dodge County, Wisconsin
Finance Department
Unbudgeted/Excess Revenue Appropriation
Revenue and Expenditure Adjustment Form
 Effective January 1st, 2016

Doc = BX
Ledger = BA

Date: 01/26/2018

Department: Highway

For Finance Department use only
Doc# _____
Batch# _____
GL Date: _____

Description of Adjustment:

Unbudgeted revenue from Other Government Unit Services that Dodge County provides to surroundings
 Counties when they need our assistance in projects. Dodge County assisted Sheboygan County with shouldering
 and a joint effort with Fond du Lac County on rehabilitation of CTH AY. We also went to Waukesha County and
 assisted with paving.

Budget Adjustment

Business Unit Number	Account Object Number	Subsidiary Number	Account Title	Amount
3461	4743	01	Other Govt Unit Services	88,153.00
3461	5121		Other Govt Unit Srv-Wages	10,258.00
3461	5122		Other Govt Unit Srv-Wages-OT	8,121.00
3461	5491		Other Govt Unit Srv-Emp Benefits	8,899.00
3461	5492		Other Govt Unit Srv-Field Small Tool	1,205.00
3461	5493		Other Govt Unit Srv-Equipment	44,062.00
3461	5494		Other Govt Unit Srv-Materials	15,608.00

Note the total Budget Adjustment must balance

Exhibit "A"

RESOLUTION NO. 17-84

Highway Department 2017 Dodge County Budget Amendment

TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN
MEMBERS,

WHEREAS, the Dodge County Board of Supervisors adopted the 2017 Dodge County Budget on November 15, 2016; and,

WHEREAS, due to events which have taken place and circumstances which have changed since the Dodge County Board of Supervisors adopted the 2017 Dodge County Budget, it is now necessary to change the amounts of some of the various revenues and expenses that were stated in the 2017 Dodge County Budget for the Dodge County Highway Department at the time it was adopted; and,

WHEREAS, the Highway Department experienced an overrun of snow and ice removal due to the unforeseen storms that took place throughout 2017; and,

WHEREAS, this overrun was anticipated at budget time and was funded with the 2017 Highway Budget Fund balance, in the amount of \$261,974; and,

WHEREAS, the Dodge County Highway Committee recommends that the Dodge County Board of Supervisors approve a budget amendment in the amount of \$261,974 in expenditures and revenues to the 2017 Highway Department Budget;

WHEREAS, the Highway Committee hereby recommends to the Dodge County Board of Supervisors, that the Dodge County Board of Supervisors authorize and direct the Dodge County Finance Director to change the amounts of those revenues and expenses, as specified in the attached document entitled *Unbudgeted/Excess Revenue Appropriation Revenue and Expenditure Adjustment Form*, attached hereto and incorporated herein as Exhibit "A";

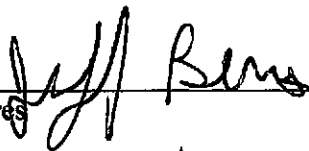
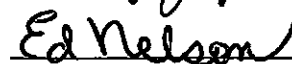
SO, NOW, THEREFORE, BE IT RESOLVED, that the Dodge County Board of Supervisors hereby approves the budget amendment with adjustments to revenues and expenditures in the 2017 Highway Department Budget, as reflected on Exhibit "A", and authorizes and directs the Dodge County Finance Director to change the amounts of those appropriations, as specified in the attached document entitled *Unbudgeted/Excess Revenue Appropriation Revenue and Expenditure Adjustment Form*, attached hereto and incorporated herein as Exhibit "A".

All of which is respectfully submitted this 21st day of February, 2018.

Dodge County Highway Committee:


Jeffrey Caine

William Muche


Jeff Berres

Ed Nelson

FISCAL NOTE:

The revenue/expenditure is contained in the current year budget: ___ Yes X No ___ N/A.
Budget Impact: \$261,974. Finance Committee review date: February 13, 2018. Chair Initials: CB.

Vote Required: Two-thirds (2/3) of members elect.

Resolution Summary: Highway Department 2017 Dodge County Budget Amendment in the amount of \$261,974.



Dodge County, Wisconsin
Finance Department
Unbudgeted/Excess Revenue Appropriation
Revenue and Expenditure Adjustment Form
Effective January 1st, 2016

Doc = BX
Ledger = BA

Date: 01/29/2018

Department: Highway

For Finance Department use only
Doc# <u> </u>
Batch# <u> </u>
GL Date: <u> </u>

Description of Adjustment:

Overrun of County Snow & Ice due to the unforeseen storms that took place throughout 2017.

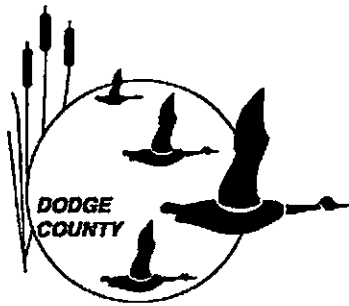
This overrun was anticipated at budget time and has been funded with 2017 Highway Budget Fund balance, consequently no general fund transfer is required.

Budget Adjustment

Business Unit Number	Account Object Number	Subsidiary Number	Account Title	Amount
3312	4932		CTHS Snow & Ice-Fund Balance Forward	261,974.00
3312	5122		CTHS Snow & Ice-Wages-Overtime	20,870.00
3312	5491		CTHS Snow & Ice-Emp Benefits	11,781.00
3312	5492		CTHS Snow & Ice-Field Small Tools	626.00
3312	5494		CTHS Snow & Ice-Materials & Sply	228,697.00

Note the total Budget Adjustment must balance

Exhibit "A"



HUMAN SERVICES & HEALTH DEPARTMENT

199 COUNTY ROAD DF • JUNEAU, WISCONSIN 53039-9512

920-386-3500

Becky Bell, Director

TO: County Board Supervisors
FROM: Becky Bell *BB*
DATE: February 13, 2018

◆ ADMINISTRATION
(920) 386-3501
FAX: (920) 386-4011

◆ AGING & DISABILITY
RESOURCE CENTER (ADRC)
& AGING PROGRAM
(920) 386-3580
NUTRITION
(920) 386-3580
TRANSPORTATION
(920) 386-3832
FAX: (920) 386-4015

◆ ADULT PROTECTIVE SERVICES
& SUPPORTIVE HOME CARE
(920) 386-3750
FAX: (920) 386-3245

◆ ALCOHOL & DRUG ABUSE
(920) 386-4094
FAX: (920) 386-3812

◆ CHILD WELFARE &
JUVENILE JUSTICE
(920) 386-3750
FAX: (920) 386-3533

◆ COMMUNITY SUPPORT
PROGRAM & COMPREHENSIVE
COMMUNITY SERVICES
(920) 386-4094
FAX: (920) 386-3812

◆ ECONOMIC SUPPORT
(920) 386-3760
FAX: (920) 386-4012

◆ MENTAL HEALTH
(920) 386-4094
FAX: (920) 386-3812

◆ PUBLIC HEALTH
(920) 386-3670
FAX: (920) 386-4011

The Comprehensive Community Services Program (CCS) is a recovery and goal oriented, consumer driven Medical Assistance reimbursable program serving individual with mental health and substance abuse disorders who meet functional eligibility. Dodge County has operated a CCS Program since 2008. Initially, Medical Assistance reimbursed the county 60% of the expenses incurred. In 2014, the State introduced the option of CCS Regionalization, encouraging counties to work in collaborative regions to share resources and expand programming. As part of this regionalization, Medical Assistance began reimbursing counties for 100% of expenses incurred, thereby no longer requiring counties to contribute any of their own county tax levy. Dodge County regionalized its services with Washington, Ozaukee, and Sheboygan Counties on January 1, 2015 under the Shared Services Model. Within this model, the four counties share service providers, training for providers, and quality improvement strategies. Along with the increase in reimbursement is the expectation from the State to continue to expand services over the next several years. Prior to our regionalization, the Dodge County CCS Program had contracts with 3 private agencies to provide CCS services to individuals. As a direct impact to regionalization, Dodge County now contracts with 13 different agencies to provide in-home individual and family therapy, therapeutic and recreational skill development, and psychoeducation services to consumers in the program. We continue to expand contracts as agencies express interest in becoming CCS certified. The ability to improve service options within CCS has led to a significant increase in referrals and an explosion in the size of the program. In 2016, the CCS Program served a total of 90 individuals and for the calendar year 2017, our program served 132 individuals.

In addition to the county staff employed as Service Facilitators in the CCS program, we have been able to contract with Lutheran Social Services (LSS) agency, who is known for their expertise in serving youth, for four additional Service Facilitators to work with children and adolescents. Of the 132 individual receiving services, 64 as compared to 54 in 2016.

A key to the success of CCS is its community-based focus. Individuals and/or families can engage in healthy, recovery-oriented services in their home or community, rather than needing to come to the outpatient clinic for services. CCS staff can work with the family to connect them with resources that can meet their needs. This program has enabled many individuals to be diverted from hospitalization, group home placement, and other out of home care placements by wrapping the consumer and family with services that will help them maintain or regain their independence with the ultimate goal of the concept of recovery.

Services offered through CCS include Service Facilitation, Diagnostic Evaluations, Medication Management, Physical Health Monitoring, Peer Support Services, Individual Skill Development and Enhancement, Employment-Related Skill Training, Individual and/or Family Psychoeducation, Wellness Management and Recovery Support Services, Psychotherapy, and Substance Abuse Treatment. The Human Services and Health Department Board passed this resolution with a unanimous yes vote of eight members.

1 RESOLUTION NO. 17-85

2
3 **Human Services and Health Department**
4 **2017 Dodge County Budget Amendment**
5

6 TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN
7 MEMBERS,
8

9 **WHEREAS**, in January of 2015, the Comprehensive Community Services (CCS) program in
10 Dodge County was regionalized with CCS programs in Washington, Ozaukee, and Sheboygan counties
11 under the Shared Services Model encouraged by the State of Wisconsin; and,
12

13 **WHEREAS**, as a result of this regionalization of the CCS program in Dodge County, 1) the
14 number of available certified agencies providing services increased from three to thirteen, 2) program
15 enrollment increased from 34 individuals in January of 2015, to 83 individuals as of December of 2016,
16 and 132 as of December of 2017, 3) contracting for the provision of services for the CCS program has
17 increased, 4) services provided to the CCS program have increased, 5) expenditures for the CCS
18 program have increased and there is a need to appropriate excess revenues to pay for these increased
19 expenditures; and,
20

21 **WHEREAS**, the Human Services and Health Board received a detailed presentation of the CCS
22 program at its February 7, 2018 meeting, and has formed the considered conclusion that the increased
23 expenditures for the CCS program were necessary and reasonable; and,
24

25 **WHEREAS**, there are excess revenues in the amount of \$566,610 in Business Unit 4807,
26 Comprehensive Community Services, Account No. .4630, Medicaid, to pay costs for the expanded
27 contracting for the CCS program and to pay costs for the provision of other services, supplies and
28 equipment necessary to support individuals in the CCS programs as set forth on Exhibit "A" attached
29 hereto; and,
30

31 **WHEREAS**, the Human Services and Health Board requests that the Dodge County Board of
32 Supervisors appropriate to the 2017 Dodge County Human Services and Health Department Budget
33 excess revenues in the amount of \$566,610 from Business Unit 4807, Comprehensive Community
34 Services, Account No. .4630, Medicaid and expenditures in the amounts, business units and accounts as
35 described on Exhibit "A";
36

37 **SO, NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Supervisors
38 hereby approves the excess revenues and expenditures as described on Exhibit "A" attached hereto and
39 authorizes and directs the Dodge County Finance Director to appropriate the excess revenues to the 2017
40 Dodge County Human Services and Health Department Budget and make the necessary budget
41 adjustments in accordance with Exhibit "A".
42


All of which is respectfully submitted this 21th day of February, 2017.

Dodge County Human Services and Health Board:


Mary J. Bobholz


Lois Augustson


Becky Glewen


Stephanie Justmann


Michael Mallory


Mark E. Roesch


David Godshall


Jennifer Keyes

Jeremy Bartsch

FISCAL NOTE:

The revenue/expenditure is contained in the current year budget: ____ Yes X No ____ N/A.

Budget Impact: \$566,610. Finance Committee review date: February 13, 2018. Chair initials: .

Vote Required: Two-thirds (2/3) of members elect.

Resolution Summary: Dodge County Human Services and Health Department 2017 Dodge County Budget Amendment, in the amount of \$566,610.



Dodge County, Wisconsin
Finance Department
Unbudgeted/Excess Revenue Appropriation
Revenue and Expenditure Adjustment Form
Effective January 1st, 2016

Doc = BX
Ledger = BA

Date: 1/31/18

Department: Human Services & Health Department

For Finance Department use only

Doc# _____

Batch# _____

GL Date: _____

Description of Adjustment:

Resolution No: _____

Budget Adjustment

Business Unit Number	Account Object Number	Subsidiary Number	Account Title	Amount
4807	4630		Medicaid Revenue	(566,610)
4807	5219		Other Professional Services	58,354
5731	5349		Other Operating Supplies	50,000
4855	5818		Computer Equipment	204,515
4801	5571	05	Bad Debt-Self Pay	253,741

Note the total Budget Adjustment must balance

RESOLUTION NO. 17-86

**Carry Over Funds from Budget Year 2017 to Budget Year 2018
in the Dodge County District Attorney's Office**

TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN
MEMBERS,

WHEREAS, the Dodge County District Attorney's Office requests approval to carry over unexpended funds from Budget Year 2017 to Budget Year 2018, for a different purpose, as set forth on Exhibit "A", attached hereto and incorporated herein by reference; and,

WHEREAS, the District Attorney's Office has unanticipated revenues of approximately \$22,300 available for carryover; and,

WHEREAS, the District Attorney's Office is prosecuting two cases in which there will be a need for evidence supplied by expert witnesses in excess of the expert witness fees budgeted for 2018, and requires an additional \$20,000 in 2018, comprised of the unanticipated revenues, to cover the cost of expert witness fees; and,


WHEREAS, the Dodge County Judicial and Public Protection Committee recommends that \$20,000 of unanticipated revenue be carried over to the 2018 Budget of the Dodge County District Attorney, as requested on Exhibit "A", to fund the costs of the expert witness fees; and,

WHEREAS, the Judicial and Public Protection Committee recommends that the Dodge County Board of Supervisors authorize and direct the Dodge County Finance Director to appropriate the unanticipated revenue of \$22,300, in the 2017 District Attorney Budget and carry over the unanticipated revenue in the amount of \$20,000, to the 2018 Budget of the Dodge County District Attorney; and,

SO, NOW, THEREFORE, BE IT RESOLVED, by the Dodge County Board of Supervisors, that the unanticipated revenues of \$22,300 are appropriated in the 2017 Budget of the Dodge County District Attorney and the amount of \$20,000 is carried over to the 2018 Budget of the Dodge County District Attorney in the Business Units and Accounts described on Exhibit "A", for the purposes described therein.

All of which is respectfully submitted this 21st day of February, 2018.

Dodge County Judicial and Public Protection Committee


Mary Ann Miller


Larry Bischoff


Larry Schraufnagel


Thomas Nickel


Dan Hilbert

FISCAL NOTE:

The revenue/expenditure is contained in the current year budget: ____ Yes X No ____ N/A.

Budget Impact: \$20,000. Finance Committee review date: February 13, 2018. Chair initials:

[Signature]

Vote Required: Two-thirds (2/3) of members elect.

Resolution Summary: Carry over funds from Budget Year 2017 to Budget Year 2018 in the Dodge County District Attorney's Office, in the amount of 20,000.

**Requests to Carry Over Funds From
Budget Year 2017 to Budget Year 2018**

1.	Department: Dodge County District Attorney				
	From Business Account No.	Amount Available for Carryover	Project/Specific Purpose	To Business Account No.	Justification
A.	1601.4511.161	\$6,162	Expert Witness Fees	1601. 5157	We already have one expert witness retained for approximately \$12,000 and anticipate the need for a second expert for a different trial.
B.	1601.4521.161	\$8,994	Expert Witness Fees	1601. 5157	We already have one expert witness retained for approximately \$12,000 and anticipate the need for a second expert witness for a different trial.
C.	1601.4542	\$7,143	Expert Witness Fees	1601. 5157	We already have one expert witness retained for approximately \$12,000 and anticipate the need for a second expert witness for a different trial.

RESOLUTION NO. 17-87

**Carry Over Funds from Budget Year 2017 to Budget Year 2018
in the Dodge County Human Services and Health Department**

TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN
MEMBERS,

WHEREAS, the Dodge County Human Services and Health Department has a request to carry over unexpended funds from Budget Year 2017 to Budget Year 2018, for a different purpose, as set forth in Exhibit "A", attached hereto and incorporated herein by reference; and,

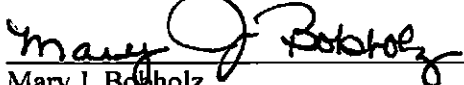
WHEREAS, the Dodge County Human Services and Health Board recommends that these funds in the 2017 Budget of the Human Services and Health Department, in a total amount of \$5,000, be carried over to the 2018 Budget of the Human Services and Health Department, as set forth in Exhibit "A", and that a plan be developed relating to transportation for the use of these funds; and,

WHEREAS, the Dodge County Human Services and Health Board recommends that the Dodge County Board of Supervisors authorize and direct the Dodge County Finance Director to carry over funds in the 2017 Budget of the Human Services and Health Department, in a total amount of \$5,000, to the 2018 Budget of the Human Services and Health Department, as set forth in Exhibit "A";

SO, NOW, THEREFORE, BE IT RESOLVED, by the Dodge County Board of Supervisors, that the unexpended funds of \$5,000 are authorized to be carried over, and hereby authorizes and directs the Dodge County Finance Director to carry over unexpended funds in the 2017 Budget of the Dodge County Human Services and Health Department, in a total amount of \$5,000, to the 2018 Budget of the Human Services and Health Department, as set forth in Exhibit "A".

All of which is respectfully submitted this 22nd day of February, 2018.

Dodge County Human Services and Health Board:



Mary J. Boeholz

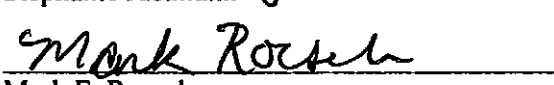

Becky Glewen


Michael Malloy


David Godshall


Lois Augustson



Stephanie Justmann


Mark E. Roesch


Jennifer Keyes

Jeremy Bartsch

FISCAL NOTE:

The revenue/expenditure is contained in the current year budget: Yes X No N/A.
Budget Impact: \$5,000. Finance Committee review date: February 13, 2018. Chair initials: 

Vote Required: Two-thirds (2/3) of members elect.

Resolution Summary: Carry over unexpended funds from Budget Year 2017 to Budget Year 2018 in the Dodge County Human Services and Health Department, in the amount of \$5,000.

**Requests to Carry Over Funds From
Budget Year 2017 to Budget Year 2018
Different Purpose**

Dodge County Human Services and Health Department					
	From Business Account No.	Amount Available for Carryover	Project/Specific Purpose	To Business Account No.	Justification
A.	4881.4851	\$5,000	Transportation Program	4881.5349	These funds were received late in the calendar year of 2017. At that time, a thought out purpose and plan was not defined to use these funds. The department will develop a purpose and plan in 2018.

Total amount of funds requested to be carried over:

\$5,000

1 RESOLUTION NO. 17-88

2
3 **Carry over funds from Budget Year 2017 to Budget Year 2018 in the**
4 **Dodge County Land and Water Conservation Department**

5
6 TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN
7 MEMBERS,

8
9 **WHEREAS**, the Dodge County Land and Water Conservation Department is in need of
10 vehicle to conduct site visits and other field work of the Department; and,

11
12 **WHEREAS**, the Dodge County Highway Department has a 2014 Ford F-150 Super Cab
13 Pickup Truck available at a cost of \$17,948 that would fit the needs of the Land and Water
14 Conservation Department; and,

15
16 **WHEREAS**, the Land and Water Conservation Department has unexpended funds
17 available in its 2017 Department Budget to cover the cost of the purchase of the truck; and,

18
19 **WHEREAS**, the Dodge County Land and Water Conservation Committee recommends
20 that \$17,948 of unexpended funds in the 2017 Land and Water Conservation Department
21 Budget, Business Unit 7042, Animal Waste Management, Account No. .5121, Wages-
22 Permanent-Regular, be carried over to the 2018 Land and Water Conservation Department
23 Budget, Business Unit 7001, Land and Water Conservation, Account No. .5431, Highway
24 Department Services and Supplies, to fund the cost of the purchase of a 2014 Ford F-150 Super
25 Cab Pickup Truck; and,

26
27 **WHEREAS**, the Land and Water Conservation Committee recommends that the Dodge
28 County Board of Supervisors authorize and direct the Dodge County Finance Director to carry
29 over unexpended funds in the 2017 Land and Water Conservation Department Budget, in the
30 amount of \$17,948, to the 2018 Land and Water Conservation Department Budget;

31
32 **SO, NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of
33 Supervisors hereby authorizes and directs the Dodge County Finance Director to carry over
34 unexpended funds in the 2017 Land and Water Conservation Department, Business Unit 7042,
35 Animal Waste Management, Account No. .5121, Wages-Permanent-Regular, in the amount of
36 \$17,948, to the 2018 Land and Water Conservation Department Budget, Business Unit 7001, Land
37 and Water Conservation, Account No. .5431, Highway Department Services and Supplies.

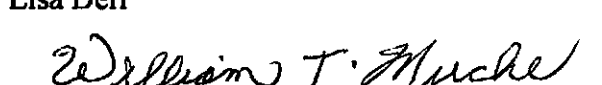
All of which is respectfully submitted this 21st day of February, 2018.

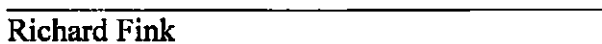
Dodge County Land and Water Conservation Committee:


Larry Bischoff


Lisa Derr


Allen Behl


William Muche


Richard Fink


Bill Foley

FISCAL NOTE:

The revenue/expenditure is contained in the current year budget: ___ Yes X No ___ N/A.

Budget Impact: \$17,948. Finance Committee review date: February 13, 2018. Chair initials: .

Vote Required: Two-thirds (2/3) of members elect.

Resolution Summary: Carry over funds from Budget Year 2017 to Budget Year 2018 in the Dodge County Land and Water Conservation Department, in the amount of \$17,948.

RESOLUTION NO. 17-89

**Carry over funds from Budget Year 2017 to Budget Year 2018 in the
Dodge County Land Resources and Parks Department**

TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN
MEMBERS,

WHEREAS, the Dodge County Land Resources and Parks Department has set forth a list of requests to carry over unexpended funds, for a different purpose, from Budget Year 2017 to Budget Year 2018, as set forth in Exhibit "A", attached hereto and incorporated herein by reference; and,


WHEREAS, the Dodge County Planning, Development and Parks Committee and the Land Information Committee recommend that these funds in the 2017 Budget of the Land Resources and Parks Department, in a total amount of \$48,600, be carried over to the 2018 Budget of the Land Resources and Parks Department, as set forth in Exhibit "A"; and,

WHEREAS, the Dodge County Planning, Development and Parks Committee and the Dodge County Land Information Committee recommend that the Dodge County Board of Supervisors authorize and direct the Dodge County Finance Director to carry over funds in the 2017 Budget of the Land Resources and Parks Department, in a total amount of \$48,600, to the 2018 Budget of the Land Resources and Parks Department, as set forth in Exhibit "A";

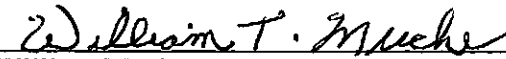
SO, NOW, THEREFORE, BE IT RESOLVED, that the Dodge County Board of Supervisors hereby authorizes and directs the Dodge County Finance Director to carry over funds in the 2017 Budget of the Dodge County Land Resources and Parks Department, in a total amount of \$48,600, to the 2018 Budget of the Land Resources and Parks Department, as set forth in Exhibit "A".

All of which is respectfully submitted this 21st day of February, 2018.


Dodge County Planning, Development and Parks Committee:


Thomas J. Schaefer


Joseph Marsik


William Muche



Janice Bobholz


Allen Behl

Dodge County Land Information Committee:


Larry Schraufnagel


David Guckenberger


Allen Behl


Becky Glewen

FISCAL NOTE:

The revenue/expenditure is contained in the current year budget: ___ Yes X No ___ N/A.

Budget Impact: \$ 48,600. Finance Committee review date: February 13, 2018. Chair initials: GE.

Vote Required: Two-thirds (2/3) of members elect.

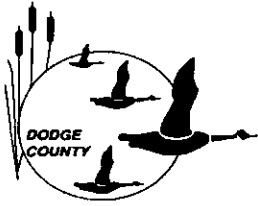
Resolution Summary: Carry over funds from Budget Year 2018 to Budget Year 2018 in the Dodge County Land Resources and Parks Department, in the amount of \$48,600, for a different purpose.

**Request to Carry Over Funds From Budget Year 2017 to Budget Year 2018
For Different Purpose**

Dodge County Land Resources and Parks Department					
	From Business Account No.	Amount Available for Carryover	Project/Specific Purpose	To Business Account No.	Justification
A	1101	\$28,000	Personnel cost savings due to open position much of year and change from a full time position to part time.	811.5299	Convert CAD Parcel Data to ArcGIS Parcel Fabric to move to industry standard for parcel maintenance. Improved parcel maintenance efficiency and real time parcel information availability to the public.
B.	7801	\$6,100	Personnel cost savings due to retirements, positions consolidation and open positions much of year.	7801.5812	Permit and land records files have expanded beyond the file storage room and shelving. Current temporary overflow shelving is not sufficient in size. A portion of the shelving unit recently collapsed bringing more urgency to this replacement.
C.	7801	\$2,500	Personnel cost savings due to retirements, positions consolidation and open positions much of year.	7801.5194	Due to personnel changes, new hires and Department staff adjustments, additional education and training opportunities are needed especially in Economic Development area.
D.	7860	\$12,000	Personnel cost savings due to open Park Manager position part of the year.	7864.5299	Nitschke Mounds Park is the only park without a Master Plan which was anticipated to be done internally by staff (mostly Parks Manager). Department staffing adjustments now make the plan difficult to accomplish without consultant assistance.

Total Amount of Funds Requested to be Carried Over:

\$48,600



Dodge County Land Resources & Parks Department

127 East Oak Street · Juneau, WI 53039-1329
PHONE: (920) 386-3700 · FAX: (920) 386-3979
EMAIL: landresources@co.dodge.wi.us

MEMORANDUM

TO: Honorable Dodge County Board of Supervisors
Russell Kottke, Chairman

FROM: Bill Ehlenbeck, Director

DATE: February 9, 2018 *Wm J. Ehlenbeck*

RE: Gold Star Memorial Trail Project Status – Funding Approval Request

It has now been 4 years since a group of civic minded citizens from the Mayville area approached Dodge County with the vision to create a partnership with the County to develop a paved bike trail from Mayville to the Horicon Marsh Education Center. This vision, known as the Gold Star Memorial Trail, has a full concept of eventually connecting the Cities of Mayville, Horicon and Beaver Dam. Some efforts and donations have already been realized for these future phases. Successful completion of Phase 1 (Mayville to Horicon Marsh) is critical to the future phases and overall fate of the Gold Star Memorial Trail.

The citizen group, working through the Friends of Dodge County Parks, made a commitment to the County that they would raise \$640,000 (estimated design/construction cost) through grants and donations to fund Phase 1 from Mayville to Horicon Marsh Education and Visitor Center. The group set \$650,000 as their fundraising goal. **Through significant group efforts and an unprecedented community response, the \$650,000 goal was exceeded by the end of 2016!** Dozens of businesses, organizations, foundations and corporations along with over 100 individuals and families generously donated to show their support and collectively attain the fundraising goal.

Unfortunately, when the project was bid in Fall of 2017, the low bid (Woleske Construction – Beaver Dam) was substantially higher than the original cost estimate and exceeded what the Friends group had raised. The low bid, of 8 bids received, was \$824,886 (\$103,000 separated it from the next lowest bid). The Friends group, County staff, consultant and contractor worked collaboratively over the past few months to modify the project and reduce the construction bid down to \$666,657. It is believed this is the lowest price we will ever get for construction of this project, but the amount is still \$94,000 more than what the Friends group currently has available to commit to the project. For the Gold Star Memorial Trail to become a reality, the Planning, Development and Parks Committee believes it is necessary to go forward with the current bid package, as construction costs and the funding gap are likely to increase the longer it takes start the project.

GSMT COSTS & FUNDING STATUS	PLANNED / PROPOSED COSTS			FUNDING		
	Paid to Date	Balance Remaining	Total Costs	Grants	Donations	Funding Gap
Design/Engineering, Permits -Consultant fees	\$63,809	\$26,191	\$90,000	\$45,000	\$45,000	\$0
Construction (Woleske Construction bid)	\$0	\$666,657	\$666,657	\$195,538	\$377,119	\$94,000
TOTAL	\$63,809	\$692,848	\$756,657	\$240,538	\$422,119	\$94,000

The use of 2017 Land Resources and Parks Department carryover funds in the amount of up to \$94,000 is requested to close the funding gap and accept the bid contract to begin trail construction. The carryover funds are available in BU7801 (Planning and Development) and BU7865 (Astico Park). The funds in BU7801 are a result of stronger than expected permit revenues and decreased personnel costs due to retirements, combined positions and unfilled vacant positions. The funds in BU7865 are a result of a record camping season at Astico Park. The Land Resources and Parks Department should still be able to return about \$60,000 of unexpended 2017 Budget funds to the General Fund. Additionally, the \$94,000 in carryover funds would only be used if additional grant money or donations for Phase 1 were not received by the end of construction. The Friends group still desires to complete Phase 1 without the use of County funds – in the same manner as how the Wild Goose Trail was developed. The Friends group will continue to seek additional donations and grant funds. The Friends group further understands that if these funds are approved for Phase 1, it would not be a commitment for providing County funds for future phases of the trail.

The Gold Star Memorial Trail / Friends group have put their heart and soul into this effort and have done a phenomenal job of support building for an important community trail project that will provide benefits to the citizens and visitors of Dodge County for generations. They have asked the community to support this project with their dollars. The community, in good faith, has responded in a tremendous way. Your positive vote on the project resolution will not only allow the Gold Star Memorial Trail project to proceed, but it will help to ensure the continued success of the Friends of Dodge County Parks to obtain significant private donations for Dodge County Park facility improvements and offerings into the future.

The construction contract is being reviewed by Corporation Counsel to allow trail construction to begin as soon as possible if the resolution is approved.

For some project background, see page 3 of this memo for a copy of the information sheet provided to the County Board in March 2014. On page 4 is a listing of donors of the project to date.

If you have any questions about this project, please feel free to contact me.

Email: behlenbeck@co.dodge.wi.us

Phone: (920) 386-3960

A note about the original \$640,000 project estimate. It is difficult to receive donations for feasibility studies or cost estimates as donors want their money to go to completion of a project they can use. Without initial funding for design/engineering, we needed to rely on pro bono work offered by professionals in the field to provide a project cost estimate for Phase 1. The estimate was reviewed by me and seemed reasonable compared to per mile estimates I received from other agencies for similar type trails. Unfortunately, topography issues not identified or accounted for originally, contributed to the higher project costs.

CARDINAL CONNECTION PROPOSAL

This information sheet was part of the County Board packet on 3/18/14 with a resolution of support for the trail project and TAP grant application

1. What is the Cardinal Connection Proposal?

- A grass-roots initiative from a group of Mayville area residents to provide a safe, off-road, non-motorized travel connection between the City of Mayville and the Horicon Marsh Education and Visitor Center.
- Specifically, a 10' wide, 2.1 mile long asphalt surfaced path within the right of way of State Highway 28 (Town of Williamstown) for year round non-motorized use - hiking, biking, x-country skiing, snowshoeing.
- Initially named the Cardinal Connection from the Mayville High School mascot for lack of a better name. However, the path name will be changed as a memorial to the eight Dodge County soldiers who have been killed in action since 2001, honoring a request on behalf of the Gold Star Families of Dodge County. The final "memorial" name has not yet been chosen.

2. Why is it important?

- Allow safer pedestrian travel (mostly biking) for city and rural residents between the City of Mayville and the Horicon Marsh instead of using the shoulders of State Highway 28.
- Expected to be a catalyst and serve as a model to future initiatives that will provide safer biking access from the Horicon Marsh Education and Visitor Center to Horicon and on to the Wild Goose Trail according to the Dodge County Park and Open Space Plan.
- Will promote economic and tourism development with links to surrounding communities and attractions.
- Integrates County, State and Regional Trail systems that have been established or are in process such as the Rock River Trail Bike Route, Horicon Marsh Parkway, Glacial River Trail and Great Arc Bike Route.

3. Whose project is this?

- Local citizen-led with support from the County Land Resources & Parks Department as the expected future administrator/operator of the path.

4. How much and who is paying for it?

- **\$640,000 - Design and Construction estimate:** The local group is required to raise this amount through grants and donations. Similar to the process that led to development of the Wild Goose Trail. A Department of Transportation – Transportation Alternatives Program (TAP) grant (if received) will cover 80% of this cost. Fundraising and other grants will be sought to cover the remaining 20%. The group has formally been added as a committee of the Friends of Dodge County Parks, Inc. for fundraising purposes.
- **\$2,000 - Annual Maintenance estimate:** No arrangement has been formalized yet for this item. A partnership and cost sharing with City of Mayville, Town of Williamstown and Dodge County would be ideal. However, the County Land Resources and Parks Department budget could be tabbed for this item and/or on-going assistance from the Friends group could be requested.
- **Future repair/replacement costs:** It is expected that Dodge County would be responsible for future repairs/replacements similar to the Wild Goose Trail. The path should have at least a 20 year life expectancy. Available grants and donations would be sought as needed, similar to recent grants for the Wild Goose Trail rehabilitation.

5. Why is the Resolution necessary?

- The 1st round grant application that was submitted has been approved to advance to the 2nd/final round for consideration. The grant selection committee needs to have an assurance the project has a sponsor that is able and interested in carrying out the project or they will select another applicant who is.

For more information, contact Bill Ehlenbeck, Parks Mgr. at 386-3702 or behlenbeck@co.dodge.wi.us



Thank You Donors

OVER \$100,000

Ted and Grace Bachhuber Foundation, Inc.

\$10,000 - \$100,000

Beaver Dam Community Hospital Foundation,
Agnesian Health Care, Inc.,
Mayville Engineering Company, Inc. (MEC),
Metalcraft of Mayville, Inc.,
American Bank – The Stone Foundation,
Rotary Clubs (Mayville, Horicon & National Foundation),
Horicon Bank,
Saputo Cheese USA, Inc.,
Jamfest 2016 & 2017 – Mayville

\$1,000 - \$10,000

Dodge-Jefferson Healthier Communities Partnership, Veterans Service Commission,
Mayville Savings Bank, Mayville Limestone, Inc., American Legion Posts (Mayville & Horicon),
Mayville Insurance Agency, City of Mayville Parks Fund, Mischler's Harley Davidson,
Horicon Christmas Tree and Summer Bike Programs, Horicon Phoenix Foundation,
8 individual/family donors

Up to \$1,000

Mountin's Piggly Wiggly, All Promotions, Dodge County Pioneer,
St. Mark's Episcopal Church, Seneca Foods Corp, Mayville VFW Ladies Auxiliary,
American Legion Auxiliary Unit 157, Horicon Phoenix Foundation (Adopt A Planter),
Horicon Street Market, Horicon Stroll With The Stars Event, Modern Woodmen,
Beaver Dam Heroes Festival, PC Systems Around You, Michelle Wanie Agency,
John Deere, Brew Pub Pizza, West Bend Lakes Golf Club

94 individual/family donors

raised over \$660,000 in grants and donations since 2014 to fund Phase 1

2/9/18

1 RESOLUTION NO. 17-90

2
3 **Carry over funds from Budget Year 2017 to Budget Year 2018 in the**
4 **Dodge County Land Resources and Parks Department**
5 **For the Gold Star Memorial Trail Project**
6

7 TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN
8 MEMBERS,
9

10 **WHEREAS**, the Gold Star Memorial Trail Project (Trail Project) is the culmination of the
11 vision of a group of civic minded citizens desiring to construct a paved pedestrian and bike trail from
12 the City of Mayville to the Horicon Marsh Education Center (Phase I) with future phases proposing to
13 connect the City of Horicon and the City of Beaver Dam; and,
14

15 **WHEREAS**, in partnership with Dodge County, the Friends of Dodge County Parks committed
16 to raise \$640,000 through grants and donations to fund the Trail Project; and,
17

18 **WHEREAS**, through the significant efforts of citizens, businesses, and community
19 organizations working through the Friends of Dodge County Parks, the established fundraising goal
20 was exceeded, allowing the release of a Request for Bid by the Dodge County Land Resources and
21 Parks Department for the construction of the Trail Project from the City of Mayville to the Horicon
22 Marsh Education Center; and,
23

24 **WHEREAS**, in conjunction with the Friends of Dodge County Parks, Land Resources and
25 Parks Department staff, and the project consultant, the trail was designed and specifications for the
26 trail construction were developed consisting of 2.1 miles of paved trail for pedestrian and bicycle use
27 from the City of Mayville to the Horicon Marsh Education Center with the trail running alongside
28 County Highway TW and State Highway 28; and,

29 **WHEREAS**, in the fall of 2017, Dodge County received 8 bids, with the lowest responsive,
30 responsible bid received in the amount of \$824,886; and,
31

32 **WHEREAS**, in collaboration with the Friends of Dodge County Parks, the project consultant
33 and the Land Resources and Parks Department, the bidder Woleske Construction of Beaver Dam,
34 Wisconsin, revised its bid to \$666,657; and,
35

36 **WHEREAS**, even with a reduction in the project costs, and the exceptional fundraising efforts,
37 the Trail Project is short funding of \$94,000; and,
38

39 **WHEREAS**, the Dodge County Planning, Development and Parks Committee and the Dodge
40 County Finance Committee (Committees) have thoroughly evaluated the circumstances, including
41 reduced project construction costs, community fundraising efforts, bidding market conditions, and the
42 Land Resources and Parks Department Budget, and has formed the considered conclusion that Dodge
43 County should support this Trail Project by bridging the funding gap of \$94,000, by utilizing available
44 2017 Department Budget funds; and,
45
46
47

1 **WHEREAS**, the Committees recommend that the Dodge County Board of Supervisors approve
2 the carry over of unexpended funds in the 2017 Land Resources and Parks Department Budget, in the
3 amount of \$94,000, and authorize and direct the Dodge County Finance Director to appropriate the
4 unexpended funds, in the amount of \$94,000, in the 2017 Land Resources and Parks Department
5 Budget, and carry over the unexpended funds, in the amount of \$94,000, to the 2018 Budget of the
6 Land Resources and Parks Department to fund the Trail Project; and,

7
8 **WHEREAS**, the Committees further recommend that the Dodge County Board of Supervisors
9 award the Trail Project to Woleske Construction of Beaver Dam, Wisconsin, with a total contract
10 amount not to exceed \$666,657; and,

11
12 **WHEREAS**, in its discussions and deliberations, the Committees recognize that authorizing
13 funding for this phase of the Trail Project in no way commits the Dodge County Board of Supervisors
14 to future construction or funding of future phases;


15
16 **SO, NOW, THEREFORE, BE IT RESOLVED**, by the Dodge County Board of Supervisors
17 hereby authorizes and directs the Dodge County Finance Director to carry over funds in the 2017 Land
18 Resources and Parks Budget, in the amount of \$94,000, to the 2018 Land Resources and Parks
19 Department Budget for the purpose of partially funding the Trail Project referred to herein, as described
20 on the attached Exhibit "A", and the budget adjustments as set forth in Exhibit "B"; and,

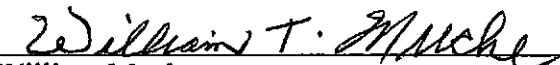
21
22 **BE IT FINALLY RESOLVED**, that Dodge County Board of Supervisors hereby awards the
23 Trail Project to Woleske Construction of Beaver Dam, Wisconsin, with a total contract amount not to
24 exceed \$666,657, and authorizes the Dodge County Board Chair, the Dodge County Clerk, and the
25 Dodge County Administrator to execute the necessary contract documents, subject to the review and
26 approval of the Dodge County Corporation Counsel.

All of which is respectfully submitted this 21st day of February, 2018.

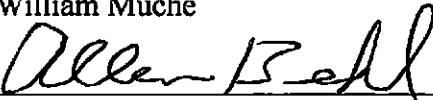
Dodge County Planning, Development and Parks Committee:


Thomas J. Schaefer


Joseph Marsik


William Muche


Janice Bobholz


Allen Behl

Dodge County Finance Committee:


David Frohling


Richard Fink

David Guckenberger


Thomas J. Schaefer

Ed Benter

FISCAL NOTE:

The revenue/expenditure is contained in the current year budget: ___ Yes X No ___ N/A.

Budget Impact: \$94,000. Finance Committee review date: February 13, 2018. Chair initials: .

Vote Required: Two-thirds (2/3) of members elect.

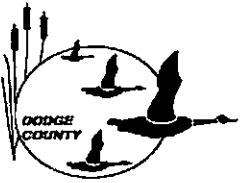
Resolution Summary: Carry over funds from Budget Year 2017 to Budget Year 2018 in the Dodge County Land Resources and Parks Department, for the Gold Star Memorial Trail Project, in the amount of \$94,000.

**Request to Carry Over Funds From Budget Year 2017 to Budget Year 2018
For Different Purpose**

Dodge County Land Resources and Parks Department					
	From Business Account No.	Amount Available for Carryover	Project/Specific Purpose	To Business Account No.	Justification
A.	7801.4300 and 7801.5100	\$80,000	Personnel cost savings due to retirements, positions consolidation and open positions much of year.	7852.5828	Gold Star Memorial Trail
B.	7865.4556.781	\$14,000	Personnel cost savings and unanticipated / budgeted revenue receipt due to stronger camping activity at Astico Park in 2017.	7852.5828	Gold Star Memorial Trail

Total Amount of Funds Requested to be Carried Over:

\$94,000



Dodge County, Wisconsin
Finance Department
Unbudgeted/Excess Revenue Appropriation
Revenue and Expenditure Adjustment Form
 Effective January 1st, 2016

Doc = BX
Ledger = BA

Date: February 21, 2018

Department: Land Resources and Parks

For Finance Department use only

Doc# _____

Batch# _____

GL Date: _____

Description of Adjustment:

A total cost of \$692,848 is anticipated in 2018 for the construction (\$666,657) and contract administration (\$26,191) of the Gold Star Memorial Trail. The remaining amounts available from grants and donations total \$598,848 - leaving a funding need of up to \$94,000. This amount is being requested from carryover of unanticipated revenues and unexpended funds from 2017 budget.

Budget Adjustment

Business Unit Number	Account Object Number	Subsidiary Number	Account Title	Amount
7852	4226	786	ADLP - State Stewardship Grant	(178,806.00)
7852	4226	787	NRTA - National Rec Trail Grant	(29,828.00)
7852	4851	781	FODCP (Friends of DC Parks)	(390,214.00)
7852	4932		Carryover Fund Balance	(94,000.00)
7852	5299		Sundry Contractual Services	26,191.00
7852	5828		Trails	666,657.00

Note the total Budget Adjustment must balance

Exhibit "B"

RESOLUTION NO. 17-91

**Carry Over Funds from Budget Year 2017 to Budget Year 2018
in the Dodge County Physical Facilities Maintenance Department**

TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN
MEMBERS,

WHEREAS, the Dodge County Physical Facilities Maintenance Department requests approval to carry over unexpended funds from Budget Year 2017 to Budget Year 2018, for a different purpose, as set forth in Exhibit "A", attached hereto and incorporated herein by reference; and,

WHEREAS, the Physical Facilities Maintenance Department has unexpended funds in the amount of \$44,000 available for carry over; and,

WHEREAS, the Physical Facilities Maintenance Department has various maintenance projects and equipment purchases to complete in 2018 and requires an additional \$44,000 in 2018; and,

WHEREAS, the Dodge County Building Committee recommends that \$44,000 of unexpended funds be carried over to the 2018 Budget of the Dodge County Physical Facilities Maintenance Department, as requested on Exhibit "A", to fund the costs of various maintenance projects and equipment purchases; and,

WHEREAS, the Building Committee recommends that the Dodge County Board of Supervisors authorize and direct the Dodge County Finance Director to carry over the unexpended funds of \$44,000 in the 2017 Physical Facilities Maintenance Budget, to the 2018 Budget of the Dodge County Physical Facilities Maintenance Department;

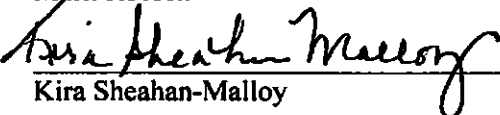
SO, NOW, THEREFORE, BE IT RESOLVED, by the Dodge County Board of Supervisors, that unexpended funds, in the amount of \$44,000, are authorized to be carried over, and authorizes and directs the Dodge County Finance Director to carry over the unexpended funds of \$44,000 in the 2017 Physical Facilities Maintenance Budget, to the 2018 Budget of the Dodge County Physical Facilities Maintenance Department in the Business Units and Account Numbers described in Exhibit "A", for the purposes described therein.


All of which is respectfully submitted this 21st day of February, 2018.

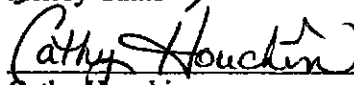
Dodge County Building Committee


Dennis Schmidt


Mark Roesch



Kira Sheahan-Malloy


Jeffrey Calne


Cathy Houchin

FISCAL NOTE:

The revenue/expenditure is contained in the current year budget: Yes X No N/A.

Budget Impact: \$44,000. Finance Committee review date: February 13, 2018. Chair initials: .

Vote Required: Two-thirds (2/3) of members elect.

Resolution Summary: Carry over funds from Budget Year 2017 to Budget Year 2018 in the Dodge County Physical Facilities Maintenance Department, in the amount of \$44,000.

**Requests to Carry Over Funds From
Budget Year 2017 to Budget Year 2018
Different Purpose**

Dodge County Physical Facilities Maintenance Department					
	From Business Account No.	Amount Available for Carryover	Project/Specific Purpose	To Business Account No.	Justification
A.	1901.5815	\$2,000	Purchase new floor machine	1901.5819	Smaller one to get into office areas
B.	1901.5222	\$10,000	Replace HVAC controller	2902.5819	Replace obsolete JCI NAE so we can update software
C.	1901.5233	\$5,000	Security button for Admin. And HDOB	1901.5819	Install lock down buttons to secure doors in case of an emergency
D.	1901.5222	\$11,500	Replace Headstones	1905.5431	Replace remainder of Headstones at the Dodge County Cemetery
E.	1905.5222	\$ 2,500	Purchase new floor machine	1905.5819	Smaller one to get into office areas
F.	1905.5819	\$ 3,000	Replace doors	1905.5819	Replace badly rusted doors
G.	2901.5246	\$ 10,000	Replace tile	2901.5829	Replace tile/polish concrete in stairways and hallway. Vinyl tile loose safety hazard

Total amount of funds requested to be carried over:

\$44,000

Zev D. Kianovsky
Asst. Corporation Counsel
(920) 386-3881
Julie K. Wilhelm
Asst. Corporation Counsel
(920) 386-3593
Sean P. Donohue
Asst. Corporation Counsel
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County of Dodge
Office of Corporation Counsel
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Kelly L. Lepple
Secretary to Corporation Counsel
(920) 386-3590
Karen S. Schultz
Administrative Assistant
(920) 386-3964
Victoria L. Rahn
Legal Secretary I
(920) 386-3591

MEMORANDUM

TO: The Dodge County Board of Supervisors

FROM: Kimberly A. Nass, Dodge County Corporation Counsel *KAN*

DATE: February 21, 2018

RE: Carry Over Funds from Budget Year 2017 to Budget Year 2018 for the Same Purpose by Resolution No. 17-92

At its December 12, 2017 Committee meeting, the Finance Committee approved the use of a single resolution with exhibits for the carryover of budgeted funds from 2017 to 2018, when the use of such funds are for the same purpose. Resolution 17-92 refers to Exhibit "A", which is a compilation of the carryover requests approved by the various committees. As shown on the exhibit, Departments requesting the carryover provided an explanation as to need for the carryover. In every case, the original purpose of the budgeted funds will be maintained in 2018. Requests to carryover funds from 2017 to 2018, for a different purpose than originally budgeted, are presented as individual resolutions.

In the past, concerns were raised regarding amending a carryover resolution wherein the carryover requests are compiled and displayed in a single exhibit, such as the exhibit attached to Resolution 17-92. If a Member so chooses, the resolution may be amended by identifying the numbered item in the exhibit.

Please feel free to contact me should you have any questions regarding this procedure.

KAN
cc: Jim Mielke, Dodge County Administrator

1 RESOLUTION NO. 17-92

2
3 **Resolution to Carry Over Funds from Budget Year 2017 to**
4 **Budget Year 2018 for the Same Purpose**
5

6 TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN
7 MEMBERS,
8

9 **WHEREAS**, the Dodge County Finance Committee has set forth in a document entitled
10 *Requests To Carry Over Funds From Budget Year 2017 To Budget Year 2018 for the Same Purpose*,
11 a list of requests that it has recently received from department heads/managers/directors to carry over
12 unexpended funds and related revenues from Budget Year 2017 to Budget Year 2018; and,
13

14 **WHEREAS**, a copy of the document entitled *Requests To Carry Over Funds From Budget*
15 *Year 2017 To Budget Year 2018 for the Same Purpose*, has been marked for identification as Exhibit
16 "A", and has been attached hereto; and,
17

18 **WHEREAS**, in connection with each of these requests by department heads/managers/
19 directors to carry over funds, the Finance Committee has:
20

- 21 1. Confirmed with the department heads/managers/directors that the funds will be used in
22 Fiscal Year 2018 for the same purpose or purposes for which the funds were originally
23 appropriated;
24
- 25 2. Received a recommendation from the committee of jurisdiction of each department that has
26 made a request; and,
27
- 28 3. Received a recommendation from the county administrator; and,
29

30 **WHEREAS**, the Finance Committee has considered the requests by department heads/
31 managers/directors, the recommendations of the committees of jurisdiction and the recommendations of
32 the county administrator, and has formed the considered conclusion that it is in the best interests of
33 Dodge County for the Dodge County Board of Supervisors to carry over funds from Budget Year 2017
34 to Budget Year 2018, as requested;
35

36 **SO, NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Supervisors
37 hereby:
38

- 39 1. Carries over funds from the 2017 Dodge County Budget, from those business units and in
40 those amounts set forth in Exhibit "A", attached hereto, in a total amount of \$761,853, and
41 appropriates those funds to the 2018 Dodge County Budget;
42
- 43 2. Appropriates to the 2018 Dodge County Budget the funding necessary to cover the carry
44 over expenditures by appropriating to the 2018 Dodge County Budget the related revenues in
45 the amount of \$761,853 and the related 2017 fund balances in the amount of \$761,853, for a
46 total amount of \$761,853; and,

- 1 3. Authorizes and directs the Dodge County Finance Director to make all necessary
2 adjustments to the 2018 Dodge County Budget arising from the adoption of this Resolution
3 by the Dodge County Board of Supervisors.

All of which is respectfully submitted this 21st day of February, 2018.

Dodge County Finance Committee:



David Frohling



Richard Fink

David Guckenberger



Thomas J. Schaefer

Ed Benter

FISCAL NOTE:

The revenue/expenditure is contained in the current year budget: ___ Yes X No ___ N/A.

Budget Impact: \$761,853. Finance Committee review date: February 13, 2018. Chair initials: .

Vote Required: Two-thirds (2/3) of members elect.

Resolution Summary: Resolution to Carry Over Funds from Budget Year 2017 to Budget Year 2018.

**Requests to Carry Over Funds From
Budget Year 2017 to Budget Year 2018
For the Same Purpose**

1.	Dodge County Physical Facilities Maintenance Department				
	From Business Account No.	Amount Available for Carryover	Project/Specific Purpose	To Business Account No.	Justification
A.	2901.5822	\$42,000	Change out dry system in BO10	2901.5822	Replace the wet sprinkler system to a chemical system
B.	2903.5819	\$3,000	Replace radios	2903.5819	Replace radios

Total Amount of Funds Requested to be Carried Over:

\$45,000

2.	Dodge County Human Resources Department				
	From Business Account No.	Amount Available for Carryover	Project/Specific Purpose	To Business Account No.	Justification
A.	913.5219	\$10,900	Health Insurance Consulting Services	913.5219	Health Insurance benefit consulting service to assist the County with the development of a health insurance consortium with surrounding communities should the County decide to.

Total Amount of Funds Requested to be Carried Over:

\$10,900

3.	Dodge County Sheriff's Office				
	From Business Account No.	Amount Available for Carryover	Project/Specific Purpose	To Business Account No.	Justification
A.	2056.5818	\$17,080	Coded Channel Project (Res 17-51)	2056.5818	Pay labor costs on coded channel project, not completed until 2018
B.	2021.5819	\$36,619	Mobile Radios	2021.5819	Not received until 2018
C.	2031.5811	\$28,317	Squad purchase	2031.5811	Not received until 2018
D.	2021.5811	\$200,052	Squad purchase	2021.5811	Not received until 2018

Total Amount of Funds Requested to be Carried Over:

\$282,068

4.	Dodge County Clerk				
	From Business Account No.	Amount Available for Carryover	Project/Specific Purpose	To Business Account No.	Justification
A.	1204.5313	\$3,600	Printing and duplication of ballots	1204.5313	To be used for printing and duplication of ballots for the 2018 elections.
B.	1204.5818	\$65,428	Computer Equipment	1204.5818	To be used to pay the final payment for the election equipment that is being withheld until completion of the first election in 2018, a set of memory sticks will purchased in 2018, and a printer to print ballots on demand will be purchased in 2018.

Total Amount of Funds Requested to be Carried Over:

\$69,028

5.	Dodge County Emergency Management Department				
	From Business Account No.	Amount Available for Carryover	Project/Specific Purpose	To Business Account No.	Justification
A.	2801.5242	\$12,000	Repaint Fox Lake Tower	2801.5242	Contractor informed that it was getting too late in the year for tower climbing and that they would like to defer the painting until 2018.

Total Amount of Funds Requested to be Carried Over:

\$12,000

6.	Dodge County Information Technology Department				
	From Business Account No.	Amount Available for Carryover	Project/Specific Purpose	To Business Account No.	Justification
A.	1814.5818	\$28,080	Fund Kronos Statement of Work associated with combining of the payroll cycles	1814.5818	Fund Kronos Statement of Work associated with combining of the payroll cycles.
B.	1814.5818	23,895	Kronos performance and comp upgrade	1814.5818	Kronos Performance and Comp Upgrade

Total Amount of Funds Requested to be Carried Over:

\$51,975

Exhibit "A"

7.	Dodge County Human Services and Health Department				
	From Business Account No.	Amount Available for Carryover	Project/Specific Purpose	To Business Account No.	Justification
A.					This projected was not completed at the end of 2017. An assessment was done and Dodge County is looking to finish this project in 2018. Part of these funds will be used to have the Joxel Group engage with Dodge County for a financial optimization as well as address and open items are prohibited this project from being completed.
	4855.5818	\$153,200	Netsmart Project	4855.5818	

Total Amount of Funds Requested to be Carried Over:

\$153,200

8.	Dodge County Corporation Counsel				
	From Business Account No.	Amount Available for Carryover	Project/Specific Purpose	To Business Account No.	Justification
A.					To cover outside counsel attorney's fees for cases that span multiple years. The 2018 budget for special legal counsel was reduced from \$20,000 to \$10,000.
	1711.5212	\$2,400	Special Legal Counsel	1711.5212	

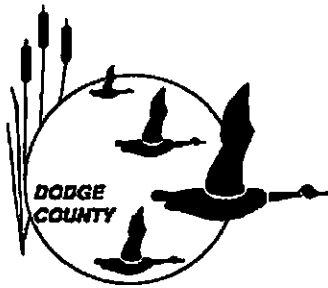
Total Amount of Funds Requested to be Carried Over:

\$2,400

9.	Dodge County Land Resources and Parks Department				
	From Business Account No.	Amount Available for Carryover	Project/Specific Purpose	To Business Account No.	Justification
A.	811.5289	\$40,422	LiDar data acquisition and processing from 2017 aerial flight (ortho-imagery and LiDar project completion)	811.5289	Final LiDar data processing and quality control by USGS to be completed by the end of March as per contract. Final project payments to be released at that time
B.	811.5818	\$34,860	GCS software implementation for Land Information Mgmt System	811.5818	Payment to GCS continues to be withheld until several promised fixes to the system are implemented successfully
C.	7801.5818	\$7,000	GCS Software implementation for Permit Tracking Module for Land Information Mgmt System	7801.5818	Payment to GCS being withheld for successful implementation of Permit Tracking Module. These funds were carried over from 2016 to 2017 for same purpose.
D.	7865.5823	\$33,000	Astico Park: for storm clean-up from insurance proceeds	7865.5823	Fencing replacement was delayed pending final boundary agreements with Okeeg Cemetery Assoc., tree plantings and some clean up and grounds rehab remain.
E.	7865.5829	\$20,000	Astico Park: for repurpose of storm damaged shelter area	7865.5829	Further planning is required for future use/needs of destroyed shelter area.

Total Amount of Funds Requested to be Carried Over:

\$135,282



HUMAN SERVICES & HEALTH DEPARTMENT

199 COUNTY ROAD DF • JUNEAU, WISCONSIN 53039-9512

920-386-3500

Becky Bell, Director

♦ ADMINISTRATION
(920) 386-3501
FAX: (920) 386-4011

♦ AGING & DISABILITY
RESOURCE CENTER (ADRC)
& AGING PROGRAM
(920) 386-3580
NUTRITION
(920) 386-3580
TRANSPORTATION
(920) 386-3832
FAX: (920) 386-4015

♦ ADULT PROTECTIVE SERVICES
& SUPPORTIVE HOME CARE
(920) 386-3750
FAX: (920) 386-3245

♦ ALCOHOL & DRUG ABUSE
(920) 386-4094
FAX: (920) 386-3812

♦ CHILD WELFARE &
JUVENILE JUSTICE
(920) 386-3750
FAX: (920) 386-3533

♦ COMMUNITY SUPPORT
PROGRAM & COMPREHENSIVE
COMMUNITY SERVICES
(920) 386-4094
FAX: (920) 386-3812

♦ ECONOMIC SUPPORT
(920) 386-3760
FAX: (920) 386-4012

♦ MENTAL HEALTH
(920) 386-4094
FAX: (920) 386-3812

♦ PUBLIC HEALTH
(920) 386-3670
FAX: (920) 386-4011

TO: County Board Members
FROM: Becky Bell *EB*
DATE: February 13, 2018

The resolution brought before you tonight is, in part, a request for funding for engaging the Joxel Group to assist the Dodge County Human Services and Health Department to complete the Netsmart MyEvolv Project to enable clinical and fiscal staff to utilize the software to meet the needs of the department. The Resolution is supported by the Following Boards and Committees:

- Human Services and Health Department Board supported the resolution with a vote of 7-0-1 (one abstention) on February 7th, 2018.
- Information Technology Committee supported the resolution with by a vote of 3-0 on February 12th, 2018. (two members absent)
- Finance Committee supported the resolution with a vote of 4-0 on February 13th. (one member absent)

The software purchase was authorized through Resolution 15-29 in August 2015. This software was purchased to replace the Clinical Manager (TCM) software. The decision was made to purchase NetSmart My Evolv as the TCM product did not meet Meaningful Use requirements under Federal Law. The consequence of not being able to attest to Meaningful Use is a loss of revenue through the Medicare Program. The purchase price of the software and implementation was \$194,212.

The implementation of the software was a joint effort between Netsmart and Dodge County. Throughout the project, it was determined that there were additional modules that needed to be purchased to comply with Meaningful Use. These modules include Order Connect/Care Connect and Care Pathways reporting tool. The referenced required modules were unknown to Dodge County at the time of the original purchase.

During the Implementation of OrderConnect, it was indicated by Netsmart that a portion of what was needed to be turned on for successful delivery of lab test results was not purchased. Therefore, an additional purchase by Dodge County was needed to allow laboratory tests results to be returned electronically to the system. The Care Connect module purchase was presented to the County Board in November 2016, through Resolution 16-67. The adopted Resolution approved the additional software purchase totaling \$40,680.

Over the course of the project implementation, there was a transition of key Fiscal personnel involved in the project from both Netsmart and Dodge County. In 2016, the Fiscal Support Supervisor and Fiscal Division Manager submitted letters of retirement and subsequently left employment. Additionally, in April 2016, there was a change in the Human Services and Health Department Director. There were staffing changes at Netsmart as well including a new project manager as well a Fiscal Advisor. The change in personnel contributed to configuration and programmatic issues within the setup as historical knowledge was not transferred nor was configuration thoroughly tested.

In March of 2017, Dodge County Human Services and Health Department Clinical/Fiscal Services went live in MyEvolv. Over the intervening months, it became apparent that configuration of the system was not done correctly. Several months of work, including site visits and remote work from Netsmart, which carried additional costs, attempted to fix the configuration issues.

By September of 2017, it became apparent by staff at Human Services that extensive work needed to continue in order to setup the system as designed. Netsmart and Dodge County had multiple conversations on how to meet Dodge County's needs. Netsmart was unwilling/unable to provide the services Dodge County believed were required in a timely manner. In addition to the configuration issues, it was evident that the Human Services Fiscal Staff and Netsmart personnel did not have the full knowledge of our system or training to complete the processes necessary to complete a billing run and apply receipts to claims.

In November of 2017, the Human Services Director reached out to the Joxel Group. The Joxel Group has extensive experience working with Wisconsin counties assisting in configuring Netsmart products. A statement of work was issued to complete an assessment and provide Dodge County with a recommendation on how best to proceed. The cost of the assessment was \$24,000. Of this \$24,000, \$8,000 was incurred and paid in 2017. A balance due of \$16,000 remains. The findings document provided by Joxel disclosed multiple concerns regarding system configuration and identified the lack of proper training for the Fiscal staff. The Joxel Group provided Dodge County two options. Option 1 included engaging with Netsmart to purchase consulting services to complete specific recommendations from the finding of the on-site visit performed by the Joxel Group. Option 2 included engaging with the Joxel Group to complete a full financial optimization of MyEvolv. After internal discussions with Human Services, Information Technology, Finance, Corporation Counsel, and the County Administrator, it was determined the best option for Dodge County is to move forward with a scope of work for the financial optimization of the MyEvolv system using Joxel Group resources. The financial optimization includes:

- Current state review
- Documentation of future state
- Reconfiguration, testing, and validation
- Workflow changes
- Training of the Fiscal staff
- Go-Live Support

The Joxel Group will address and correct all Dodge County issues that have been documented to date and anything that is uncovered during the engagement. The Statement of Work for the financial optimization of the MyEvolv system is \$134,200. Travel expenses would equal approximately \$3,000 as the Joxel Group is a local entity based in Mequon, Wisconsin. Based upon County Board approval, the anticipated start date would be February 26 followed by anticipated completion by the end of August.

In summary, the Human Services and Health Department is requesting approval to carry over and repurpose \$153,200 from the 2017 budget to the 2018 budget. The breakdown of the expense is:

- \$16,000 – Joxel Group, completed work
- \$134,200 – Joxel Group, anticipated work
- \$3,000 – travel costs

1 RESOLUTION NO. 17-93
2

3 **Authorize the Purchase of Additional Professional Services for Netsmart Software and**
4 **Approve Carry Over Funds from Budget Year 2017 to Budget Year 2018**
5 **in the Dodge County Human Services and Health Department**
6

7
8 **TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN**
9 **MEMBERS:**
10

11 **WHEREAS**, on August 18, 2015, the Dodge County Board of Supervisors adopted
12 Resolution No. 15-29, which, among other things, authorized and directed the Dodge County
13 Information Technology Committee (Committee) and the Dodge County Human Services and Health
14 Board (Board) to purchase and implement a certified case management, electronic health records, and
15 billing system, named myEvolv software solution, available from Netsmart Technologies, Inc., 4950
16 College Boulevard, Overland Park, Kansas (Netsmart); and,
17

18 **WHEREAS**, since the purchase of Netsmart, the Human Services and Health Department
19 staff and other County staff have invested considerable time and effort to implement the clinical and
20 fiscal components of the software; and,
21

22 **WHEREAS**, in March of 2017, the Netsmart software began operating "Live", meaning that
23 it was employed for its intended purpose in a live environment; and,
24

25 **WHEREAS**, after several months of use, staff continued to have concerns regarding the
26 configuration, functionality and optimization of the software and engaged the Joxel Group of
27 Mequon, Wisconsin, through Netsmart, to undertake an assessment; and,
28

29 **WHEREAS**, the Committee and the Board have considered the status of the implementation
30 of the software including the assessment of the configuration and functionality as well as the training
31 needs of the staff and have determined that it is necessary to purchase additional professional services
32 including training to fully implement and optimize the myEvolv software solution from Netsmart;
33 and,
34

35 **WHEREAS**, the Dodge County Netsmart Project Implementation Team (Team) solicited a
36 price quotation from Netsmart for the purchase of the additional professional services to be provided
37 by the Joxel Group and received a price quote of \$134,200; and,
38

39 **WHEREAS**, a copy of the price quotation with the complete Scope of Work (SOW) is on file
40 in the Office of the Dodge County Clerk, and may be viewed there during normal business hours, an
41 excerpt of which is attached hereto; and,
42

43 **WHEREAS**, no funds have been budgeted in the 2018 Dodge County Human Service and
44 Health Department Budget to pay for the additional professional services and training; and,
45

46 **WHEREAS**, there are funds in the amount of \$153,200 in the 2017 Human Services and
47 Health Department Budget available for carryover to the 2018 Human Services and Health

1 Department Budget to cover the costs of the additional professional services and other project related
2 costs as set forth on Exhibit "A" attached hereto; and,

3
4 **WHEREAS**, the Committee and the Board recommend that the Dodge County Board of
5 Supervisors:

- 6
7 1. Accept the price quotation from Netsmart and authorize the purchase of the additional
8 professional services, in the amount of \$134,200 for the services summarized in the
9 excerpt from the SOW which is attached hereto as Exhibit "B";
10
11 2. Approve the carryover of funds from the 2017 Dodge County Human Services and Health
12 Department Budget to the 2018 Human Services and Health Department Budget, as
13 described on Exhibit "A" for the purposes set forth therein;

14
15 **SO, NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of
16 Supervisors hereby:

- 17
18 1. Accepts the price quotation from Netsmart for the purchase of the additional professional
19 services, in the amount of \$134,200 and authorizes the purchase of additional professional
20 services to be provided by the Joxel Group as summarized on Exhibit "B"; and,
21
22 2. Approves the carryover of funds from the 2017 Dodge County Human Services and
23 Health Department Budget to the 2018 Human Services and Health Department Budget,
24 as described on Exhibit "A" and authorizes and directs the Dodge County Finance
25 Director to carryover the amount of \$153,200 to the 2018 Dodge County Human Services
26 and Health Department Budget as specified thereon; and,

27
28 **BE IT FINALLY RESOLVED**, that upon presentation to the Dodge County Clerk of
29 invoices properly approved by the Dodge County Information Technology Director, in a total amount
30 not to exceed \$134,200, representing the purchase of additional features from Netsmart, the Dodge
31 County Information Technology Director is authorized to make payment of such invoices from
32 Business Unit 4855, Unified Services Administration, Account No. .5818, Computer Equipment.

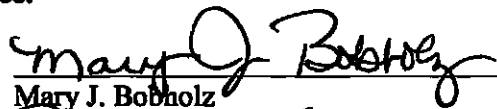
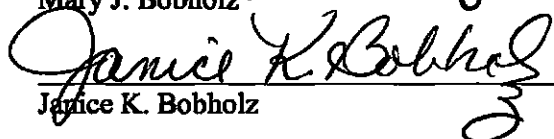
All of which is respectfully submitted this 21st day of February, 2018.

Dodge County Information Technology Committee:


Donna Maly

Jeffry Duchac

Jeremy Bartsch


Mary J. Bobholz

Janice K. Bobholz

Dodge County Human Services and Health Board:

Mary J. Bobholz
Mary J. Bobholz

Kira Sheahan-Malloy
Kira Sheahan-Malloy

Stephanie Justmann
Stephanie Justmann

Becky Glewen
Becky Glewen

Lois Augustson
Lois Augustson

David Godshall
David Godshall

Mark E. Roesch
Mark E. Roesch

Jennifer Keyes
Jennifer Keyes

Jeremy Bartsch

Dodge County Finance Committee:

David Frohling
David Frohling

David Guckenberger
David Guckenberger

Thomas J. Schaefer
Thomas J. Schaefer

Ed Benter

Richard W. Fink
Richard Fink

FISCAL NOTE:

The revenue/expenditure is contained in the current year budget: ___ Yes X No ___ N/A.
Budget Impact: \$153,200. Finance Committee review date: February 13, 2018. Chair initials: RF.

Vote Required: Two-thirds (2/3) of members elect.

Resolution Summary: Authorize the purchase of additional services and carryover for Netsmart in the amount of \$153,200.

**Requests to Carry Over Funds From
Budget Year 2017 to Budget Year 2018
Different Purpose**

Dodge County Human Services and Health Department					
	From Business Account No.	Amount Available for Carryover	Project/Specific Purpose	To Business Account No.	Justification
A.	4885.5818	\$153,200	Netsmart Project	4855.5818	This projected was not completed at the end of 2017. An assessment was done and Dodge County is looking to finish this project in 2018. Part of these funds will be used to have the Joxel Group engage with Dodge County for a financial optimization of the software as well as address any open items prohibiting this project from being completed.

Total amount of funds requested to be carried over:

\$153,200

Planning Phase:

- Joxel
 - Create a detailed project charter and schedule.
 - Schedule project kick off
- Dodge County
 - Schedule appropriate staff to participate in project kick off.

Discovery Phase:

- Joxel
 - Deliver project kick off
 - Deliver final project charter and schedule
 - Complete current state interviews
 - Utilize industry best practices to define and document future state processes
 - Deliver onsite review of future state processes
- Dodge County
 - Ensure appropriate staff are in attendance for project kick off
 - Review and approve project charter and schedule
 - Promptly schedule appropriate staff for current state interviews
 - Ensure appropriate staff are in attendance for the onsite review of future state processes
 - Review and approve future state processes

Configuration

- Joxel
 - Configure Dodge County's development environment based on best practice and approved future state processes.
 - Deliver onsite demo of configured environment
- Dodge County
 - Provide resources that have the authority and knowledge to promptly make decisions related to configuration.
 - Schedule appropriate staff to attend demo of configured environment
 - Promptly sign off on acceptance of configuration

System Validation

- Joxel
 - Integration Testing
 - Deliver four days of onsite train the trainer training
 - Deliver one day of training for UAT
- Dodge County
 - Ensure appropriate staff are scheduled to attend train the trainer and UAT

- Complete training for remaining end users
- Complete UAT

Implementation

- Joxel
 - Configure Dodge County's live environment identical to development
 - 5 days of onsite go live support
 - 25 days of remote post go live support
- Dodge County
 - Provide Subject Matter Experts (SMEs) to assist with go live support

Transition

- Joxel
 - Complete project closure report to Dodge County
 - Work with Netsmart to ensure smooth transition to support
- Dodge County
 - Promptly complete transition documentation and closing documents



Client Responsibilities

- Dodge County will be responsible for project related travel expenses including flights, hotels, meals, and mileage.
- The appropriate Dodge County subject matter experts are available for decision making related to the functional and technical configuration, testing and training.
- Dodge County will assign a dedicated Project Manager to this effort who will be responsible for coordination of all resources from Dodge County to deliver the work for project decisions on time, for internal change management inclusive of process change, communication, job aids, job training, testing, end user and executive buy-in.
- Dodge County will be responsible for maintaining and revising the process workflows upon approval. The Dodge County Project Manager will need to identify the appropriate resources to take ownership of process flows developed by Joxel.
- Dodge County will provide myEvolv administrative permissions for Netsmart/Joxel project team members.
- Dodge County will provide workspace and sufficient internet access.
- Dodge County will provide sufficient resources to assist in issue resolution.
- Dodge County will ensure staff are available to attend training sessions.

RESOLUTION NO. 17-94

Authorizing the Engagement of River Run for Dodge County Information Technology Department and County Technology Infrastructure and Systems Evaluation and Plan

TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN MEMBERS,

WHEREAS, the Information Technology Department Director position is currently vacant which provides an opportunity for an evaluation and analysis of the Information Technology Department structure, and Dodge County's technology infrastructure and systems, including the development of an Information Technology Plan; and,

WHEREAS, the Dodge County Information Technology Committee (Committee) has determined that it is necessary to engage the professional services of a company with experience performing evaluative technology studies and plans; and,

WHEREAS, the Committee has received a proposal from River Run Computers, Inc. (River Run), of Glendale, Wisconsin, entitled *CIO Services & Roadmap Agreement*, a copy of which is on file in the Office of the Dodge County Information Technology Department for viewing during normal business hours and also attached hereto as Exhibit "A"; and,

WHEREAS, funding for the River Run services is available in the 2018 Information Technology Budget; and,

WHEREAS, the Committee has formed the considered conclusion that it is necessary to engage the services of River Run, and recommends that the Dodge County Board of Supervisors approve and accept the written proposal from River Run and authorize the purchase of such services at a cost not to exceed \$78,000;

SO, NOW, THEREFORE, BE IT RESOLVED, that the Dodge County Board of Supervisors hereby approves and accepts the proposal in the amount not to exceed \$78,000 for the purchase of the services outlined in the proposal set forth in Exhibit "A" attached hereto; and,

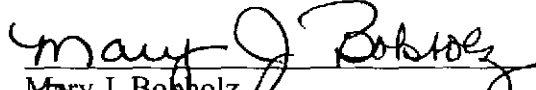
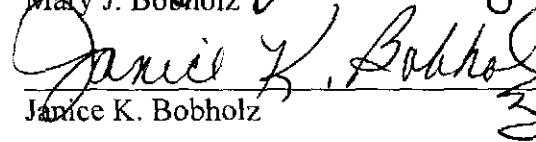
BE IT FURTHER RESOLVED, that the Dodge County Board of Supervisors hereby authorizes the expenditure from the 2018 Information Technology Budget, Business Unit 1801, Information Technology; and,

BE IT FINALLY RESOLVED, that upon properly presented invoices, in a total amount not to exceed \$78,000, the Dodge County Administrator is authorized to make payment of such invoices, as appropriate, from the Information Technology Department Budget, Business Unit 1801, Information Technology, Account No. 5219, Other Professional Services.

All of which is respectfully submitted this 21st day of February, 2018.

Dodge County Information Technology Committee:


Donna Maly


Mary J. Bobholz

Janice K. Bobholz

Jeffry Duchac

Jeremy Bartsch

FISCAL NOTE:

The revenue/expenditure is contained in the 2018 IT budget (wages and benefits): X Yes No N/A.
Budget Impact: \$0.00. Finance Committee review date: February 13, 2018. Chair initials: .

Vote Required: Majority of members present

Resolution Summary: A resolution authorizing engagement of River Run for an evaluation of the Information Technology Department and Dodge County's technology infrastructure and systems in an amount not to exceed \$78,000.



DODGE COUNTY Wisconsin

CIO SERVICES & ROADMAP AGREEMENT

Date: February 5, 2018
Client: Dodge County
Contact: James Mielke
Revision: 8.1

Preliminary Findings

Mission Statement

The primary mission of the Dodge County Information Technology Department is to support and maintain the county information technology infrastructure. This includes providing timely and courteous technical support to all Dodge County employees and departments.

The Dodge County Information Technology Department will continually evaluate all new technologies that will improve the security, efficiency and performance of our county departments and personnel. Appropriate cost effective technologies will be presented and deployed as required to meet the mission.

The Dodge County Information Technology Help Desk will provide an efficient, courteous and timely response to the technology needs of End Users of Dodge County. Solutions to these needs will be executed to the highest standard of excellence and will be considered the main objective of all staff providing this service.

Vision Statement

The vision of the Information Technology Department is to become one of the top information technology departments in the state serving government entities. We will know we have achieved the vision objective when department staff is approached by their peers for counsel and advice regarding solutions deployed.

Confidential
River Run
CIO Agreement



DODGE COUNTY Wisconsin

Budget Insert Page 1 & 2

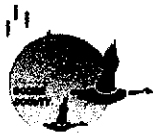


DODGE COUNTY Wisconsin

Who is River Run?

- ❖ **25 Years** consulting, designing, implementing, managing & maintaining IT Networks
- ❖ **35 Technicians** ranging in discipline and depth of expertise
- ❖ **400 Organizations** currently leveraging our collective skillsets
- ❖ **Every** solution and engagement is tailored to your organization
- ❖ **FIPPERD – our core values**
 - Focused on the Client
 - Innovative
 - Positive
 - Precise
 - Engaged & Communicative
 - Responsible
 - Driven
- ❖ **Our Promise** – If you're not satisfied with the services and deliverables, we'll make it right.





DODGE COUNTY Wisconsin

Project Scope

Dodge County is in the process of developing a 5-year comprehensive strategic IT plan for all initiatives, needs, and spending. River Run is proposing an analysis of the Dodge County IT needs against departmental objectives to ensure there is a county-wide alignment of goals and strategy as it relates to IT. Below are some of the areas that will be reviewed and used to create a 5-year IT Roadmap.

1. Assets (Hardware Use and Replacement Cycles/Data Management/Licensing)
2. Business Continuity/Disaster Recovery
3. Security
4. IT Governance, Policies and Procedures
5. Staffing Levels against Needed Competencies and Response Times
6. Vendors and Contracts

Process

1. **IT Experience Review – Department and End User Review** (140 Hours)
 - a. Department interviews with key personnel
 - i. Identify challenges and goals for departments for the next 5 years
 - ii. Create a document containing individual department goals and needs.
 - b. Survey all users on their overall IT experience – what's good & what's challenging?
 - i. Create questions and distribute survey to county employees.
 - ii. Tabulate and summarize results.
 - c. Provide a final report of goals and objectives that will guide development of the 5-year plan. This report will include departmental breakdown.
2. **Data/Document Management Analysis** (170 Hours)
 - a. Review Tyler Munis' impact on the entire data management content system.
 - i. Where are the gaps or redundancies?
 - ii. Are there any barriers or resistance to adoption?
 - iii. How can department(s) future needs or desires be accommodated?
 - b. Determine where and how FileDirector will be used.
 - c. Note any areas of inefficiency in getting the right data to the right people.
 - d. Highlight Data Security, Access, and or Compliance concerns.
 - i. Possible use of Digital Rights Management
 - ii. Possible use of Data Loss Prevention
 - iii. Access Monitoring tools such as Varonis
 - e. Explore the potential of using SharePoint.
 - i. Is it needed?
 - ii. What role(s) might it fill?
 - f. Data/Storage Growth Trajectory and Planning
 - g. Create summary report with options or recommendations for above.



DODGE COUNTY Wisconsin

3. Hardware, Licensing, and Contract Review (60 Hours)

- a. Provide "Replacement Cycles" and "Best Practices" guidance for Core Infrastructure. (Client provides inventory including location, age, make, End of Life/Support information, model, firmware version in editable documents.)
 - i. Core Infrastructure
 1. Servers Hosts
 2. Virtual Machines and Appliances
 3. Routers
 4. Switches
 5. Firewalls
 6. UPS
 7. SANs
 8. Backup Devices
 9. NAS Units
- b. Compile an inventory of non-state application Vendor contracts or agreements.
- c. Create Summary Report of recommendations.

4. Passive Vulnerability Security Scans and Analysis on Facility Core and DR sites (40 Hours)

(Client to provide results of prior security scans, internal and external IP ranges/location, and subnets utilized that are to be scanned).

Note: Client remediation would be aided by an "IP to Device Name" cross-reference, (at time of scan). This is not included in this analysis. This would be the Client's responsibility.

- a. Scan networks that are accessible at 2 sites for risks on Physical Hosts, virtual servers, and infrastructure devices. Excludes workstations/laptops, mobile devices or home devices.
 - i. Perform Internal Network Scan
 - ii. Perform Internal Vulnerability Scan
 - iii. Perform External Vulnerability Scan
- b. Create an executive summary of suggested remediation.

5. IT Governance and Security Training Review (20 Hours)

- a. Review existing documentation. (Client to provide documents in editable format.)
- b. Interview key personnel as necessary to set policies
- c. User security training review & ongoing testing
- d. Edit/make recommendations regarding IT Governance



DODGE COUNTY Wisconsin

Staffing Level Review (24 Hours) (This is not a performance review of existing personnel)

- a. Support ticket review (Client provides access to, or reports from, SpiceWorks account)
- b. Review client provided Job Descriptions, Department roles, and needed competencies
- c. Training needs
- d. Budgetary analysis

6. 5-Year Roadmap Creation (58 Hours)

- a. Past budget review. (Client to provide detailed Excel worksheets of department actuals expenses for last 3-5 years).
- b. Industry/municipal spending trend research to establish typical financial ratios and CAGR.
- c. Create budget projections based on historical and future needs analysis.
- d. Complete 5-year IT Roadmap based on the above.

7. Presentation (8 Hours)

- a. Provide 5-year Roadmap prior to presentation to the IT Team for review.
- b. Presentation to discuss the executive summary and high-level bullet points from the Roadmap.
- c. Field questions and discuss areas of concern.

Deliverables

1. IT Experience Survey Report (Phase 1)
2. Data/Document Management Report (Phase 2)
3. Hardware, Licensing, and Contract Review (Phase 3)
4. Security Executive Summary (Phase 4)
5. IT Governance Recommendations (Phase 5)
6. Staffing Level Report (Phase 6)
7. 5-Year Roadmap (Phase 7)
8. Presentation to IT Committee

Time Line

The deliverables above will be provided to the client on or before July 13, 2018.

This assumes timely and complete cooperation in scheduling appointments of county personnel, reasonable responses to inquiries, and timely provision of material and information as outlined in this proposal.



DODGE COUNTY Wisconsin

Investment Details

This agreement is between River Run and Dodge County ("the client"). If additional services are needed outside of the CIO Services Roadmap, besides those items listed above, the client may arrange with River Run Computers for additional time through a Change Order Process. This will require sign-off on provided quote for specific deliverables.

This engagement is a flat fee arrangement. It was calculated on the basis of the time estimated to complete the work, 520 hours. However, the fee for this work will neither increase nor decrease as a result of time to furnish all aspects of this agreement. The statement of work in this agreement and corresponding deliverables will be completed as outlined.

The total cost of this agreement is \$78,000.

<u>Investment without tax:</u>	<u>Due Date:</u>
\$5,000	At Signing
Work performed @150/hr. Terms: Net 30 days	Monthly billing Invoices will be sent on last working day of the month and include itemized logs of work performed.

The initial investment of \$5,000 will be applied to the first month's actual billing. Future month's will be billed on an as used basis.



DODGE COUNTY Wisconsin

Non-Disclosure and Confidentiality Agreement

WHEREAS, River Run Computers, Inc. and Dodge County, WI (the "Parties") believe that they would mutually benefit by sharing certain Confidential Information, and believe it is in their mutual interest to ensure that both parties will carefully protect all such information.

Acknowledgement of Confidentiality: Parties hereby acknowledges that it has been or may be exposed to Confidential Information, including, without limitation, the following specific information:

- Technical information, including functional and technical specifications, designs, drawings, analysis, research processes, computer programs, ideas and the like;
- Business/County information, including sales and marketing research, materials, plans, accounting and financial information, personnel records and the like;
- Other valuable information designated as confidential expressly or by the circumstances in which it is provided.
- Protected Health Information (PHI) as defined by the Health Insurance Portability and Accountability Act of 1996 (HIPAA)

Confidential Information does not include (i) information already known or independently developed by the recipient; (ii) information in the public domain through no wrongful act of the Parties; or (iii) information received by the Parties from a third party who was free to disclose it.

- **Covenant not to Disclose:** The Parties hereby agree that they shall not use, commercialize or disclose any Confidential Information to any person or entity, except to its own employees having a "need to know" (and who are themselves bound by similar nondisclosure restrictions), and to such other recipients as the other party may approve in writing; provided, that all such recipients shall have first executed a confidentiality agreement in a form acceptable to the Parties. Each of the Parties shall use at least the same degree of care in safeguarding the Confidential Information as it uses in safeguarding its own Confidential Information.
- In connection with River Run's access to Protected Health Information (PHI) and other confidential data, River Run Shall adhere to all applicable laws, rules, and regulations regarding confidentiality, including, but not limited to, HIPAA and any regulations or rules promulgated thereunder regarding privacy and security of PHI.
- **Proprietary Rights Legend:** Parties shall not alter or remove from any Confidential Information any proprietary rights legend, copyright notice, trademark or trade secret legend, or any other mark identifying the material as Confidential Information.
- **Remedies for Breach of Confidentiality:** The Parties hereby acknowledge that the violation by it of the restrictions imposed hereunder would cause irreparable harm to the other party and that remedies at law would be inadequate to redress any actual or threatened violation of this Agreement. Parties agree that, in addition to other relief, temporary and/or permanent injunctive relief may be employed to enforce the foregoing restrictions. Any award of relief to Parties shall include Parties' costs and expenses of enforcement (including reasonable attorneys' fees).

Terms and Conditions

1. **Work Product** — All work product, deliverables, or reports developed under this contract containing Dodge County specific information will become the property of the county and will be turned over to them upon completion. River Run Computers may retain copies for their internal use in training, or

Confidential
River Run
CIO Agreement



DODGE COUNTY Wisconsin

establishing work templates, or examples or their work as long as any and all county identifiable information is masked or removed.

2. **Limited Liability** — Except as to non-disclosure and confidentiality of data, River Run (RR) shall not be liable for any incidental, special, punitive, indirect or consequential damages, lost or inaccurate data, business interruption, or lost profits under any contract, tort (including negligence), strict liability, breach of warranty, or other legal or equitable theory, even if the remedies provided for in this Agreement fail of their essential purpose and even if Client has been advised of the possibility or probability of such damages. Except as to non-disclosure and confidentiality of data, RR entire liability to Client under this Agreement shall not exceed any amounts paid to RR under this Agreement.
3. **Term, Termination** — This Agreement shall be effective on the date signed and shall continue in full force and effect until the latter of the completion of the deliverables or the Parties supply the last item of Confidential Information and at all times thereafter. Unless otherwise agreed in writing, this Agreement shall govern Confidential Information disclosed by the Parties prior to (as well as after) the effective date thereof.
4. **Entire Understanding** — This Agreement constitutes the entire understanding between the parties hereto with respect to the subject matter of this Agreement. No amendment to this Agreement shall be valid unless the amendment is in writing and signed by parties hereto. No waiver by any party hereto of a breach of any of the provisions of this Agreement by another party shall be deemed a waiver by such party of any subsequent breach. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, successors, assigns and legal representatives. In no event shall a party have any claim against the other party for any failure of performance by such party if such failure of performance is caused by or the result of acts of God, fire, flood, or other natural catastrophe; national emergency, insurrection, riot or war; or strike, lock-out or work stoppage.
5. **Jurisdiction** — This Agreement shall be construed and interpreted in accordance with the internal laws of the State of Wisconsin. The parties agree that the state courts of Wisconsin and the courts of the United States located within Wisconsin shall have personal jurisdiction over them with respect to any action relating to or arising under this Agreement and any action shall be commenced exclusively in such Wisconsin courts.

I agree to the plan as it is detailed in this document as well as the NDA, and terms and conditions outlined herein.

Client Representative

Date

River Run Representative

Date

Memo

To: Jim Mielke

From: Josh Kohlhoff

Date: February 4, 2018

Re: Network Switch Resolution

Dodge County has twenty-three network closets. Within those closets, we have network switch stacks that connect to both of Dodge County's data center cores via single-mode fiber. Our core switches have the capability to connect to each network switch stack at speeds up to 10GB per second. The newer switch stacks have ports capable of connecting computers at speeds of 1GB per second.

Like any other hardware technology, we need to replace the network switch stacks when they become obsolete. Cisco has three classifications that they place their hardware in when they want to discontinue a product. The first classification is end of sale for the device - which is when they will stop selling that particular model. The second classification is the end of maintenance for the device - which is when they will stop releasing software updates for the device. The third and final classification is end of support for the device - after a device has entered end of support, Cisco will not support the device. Of Dodge County's twenty-three network switch stacks, seventeen are in end of support. Those switch stacks are only capable of connecting to our Core switches at a speed of 1GB per second. Eleven are only capable of connecting computers at 100MB per second. Three have one switch in the stack that can connect computers at 1GB per second; however, the other switches in the stack are only capable of 100MB. We are not utilizing our network to its fullest capabilities.

The Information Technology department along with the Dodge County Detention Facility have budgeted funds to replace three network switch stacks within the County in 2018. The switch stacks that will be replaced are two switch stacks that reside in the administration building and one switch stack within the Dodge County Detention Facility. We selected the locations based on the age of the switch stacks, how critical the location is, and because of a recent failure in one of the administration building switch stacks. The switch stacks in the Administration building and the Detention Facility reached end of sale July 5 2010. End of maintenance was July 4, 2013, and end of support was July 31, 2015. With the purchase of these switches, we will be able to connect each switch stack to each network core switch via 10GB and all switch ports will be capable of connecting computers at 1GB per second. This will bring greater speed to the desktops providing a better user experience.

1 RESOLUTION NO. 17-95

2
3 **Resolution Authorizing Purchases for Dodge County Information Technology Infrastructure**

4
5 TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN
6 MEMBERS,

7
8 **WHEREAS**, the Dodge County Information Technology Committee (Committee) has
9 evaluated the current Information Technology infrastructure throughout the many county buildings
10 including the Administration Building and the Dodge County Detention Center; and,

11
12 **WHEREAS**, the Information Technology Department has a planned maintenance schedule
13 for switches, relays and other devices internal to the Information Technology infrastructure; and,

14
15 **WHEREAS**, the Committee has determined that it is necessary to purchase switches, small
16 form factor pluggables (SFPs), maintenance, and licensing (hereinafter "equipment") to maintain the
17 Information Technology infrastructure; and,

18
19 **WHEREAS**, the Information Technology Committee has received a proposal from Meridian
20 IT Inc. (Meridian), for network switches, and a proposal from CDW-G for the SFPs, with copies of
21 the proposal documents on file in the Office of the Dodge County Information Technology
22 Department for viewing during normal business hours; and,

23
24 **WHEREAS**, funding for this equipment is available in the 2018 Information Technology
25 Budget and the 2018 Sheriff's Office Budget; and,

26
27 **WHEREAS**, the Committee has formed the considered conclusion that it is necessary to
28 purchase and install the equipment and recommends that the Dodge County Board of Supervisors
29 approve and accept the written proposals from Meridian and CDW-G, and authorize the purchase of
30 the equipment at a purchase price not to exceed \$85,396;

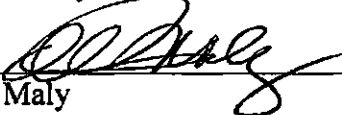
31
32 **SO, NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of
33 Supervisors hereby approves and accepts the proposals in the amount not to exceed \$85,396 for the
34 purchase of the equipment, and authorizes the Dodge County Administrator to purchase and install
35 the equipment; and,

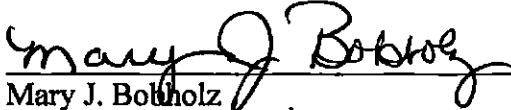
36
37 **BE IT FURTHER RESOLVED**, that the Dodge County Board of Supervisors hereby
38 authorizes the expenditure from the 2018 Information Technology Budget and the 2018 Sheriff's Office
39 Budget; and,

40
41 **BE IT FINALLY RESOLVED**, that upon properly presented invoices, in a total amount not
42 to exceed \$85,396, the Dodge County Administrator is authorized to make payment of such invoices,
43 as appropriate, from the Information Technology Department Budget, Business Unit 1811, Network
44 Infrastructure, Account No. 5818, Computer Equipment, and the Sheriff's Office Budget, Business
45 Unit 2061, Jail, Account No. 5818, Computer Equipment.

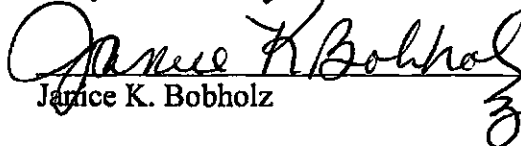
All of which is respectfully submitted this 21st day of February, 2018.

Dodge County Information Technology Committee:


Donna Maly


Mary J. Bobholz

Jeffry Duchac


Janice K. Bobholz

Jeremy Bartsch

FISCAL NOTE:

The revenue/expenditure is contained in the 2018 budget: X Yes ___ No ___ N/A.

Budget Impact: \$0.00. Finance Committee review date: February 13, 2018. Chair initials: JK.

Vote Required: Majority of members present

Resolution Summary: A resolution authorizing purchases of Information Technology infrastructure network switches and other devices for \$85,396.


REPORT 1

TO THE HONORABLE DODGE COUNTY BOARD OF SUPERVISORS

We, the Dodge County Planning, Development and Parks Committee, hereby report favorably on the petition of Klaus and Christine Mittig requesting amendment of the Land Use Code, Dodge County, Wisconsin, to rezone approximately 4.99-acres of land from the R-1 Single Family Residential Zoning District to an A-2 General Agricultural Zoning District in the NW ¼ of the SW ¼, Section 26, Town of Ashippun, in order to allow the construction of a barn on this lot and recommend adoption of the attached ordinance.


The committee has reviewed and considered the facts presented in the application and received at the public hearing and finds that the criteria listed in Section 2.3.4.1 of the Dodge County Land Use Code can be met for this proposal. The committee finds that the proposal is consistent with the Dodge County Comprehensive Plan and the stated purposes of the Dodge County Land Use Code. The committee finds that the proposal will not result in significant adverse impacts upon the surrounding properties or the natural environment and further finds that the land proposed for rezoning is suitable for development and will not cause unreasonable soil erosion or have an unreasonable adverse effect on rare or irreplaceable natural areas. The committee finds that the proposal will not be used to legitimize or spot zone a nonconforming use or structure and finds that the rezoning is the minimum action necessary to accomplish the intent of the petition.

Respectfully submitted this 21st day of February, 2018.


Tom Schaefer

Allen Behl


William Muche


Joseph Marsik

Janice Bobholz

Planning, Development and Parks Committee

Ordinance No. 992

An Ordinance amending the Land Use Code, Dodge County, Wisconsin by placing certain lands in Section 26, T09N, R17E, Town of Ashippun, in the A-2 General Agricultural zoning district.

Whereas the subject matter of this Ordinance has been duly referred to and considered by the Dodge County Planning, Development and Parks Committee and a public hearing having been held, after the giving of requisite notice of said hearing and a recommendation thereon having been reported to the Board of Supervisors, Dodge County, Wisconsin as required by section 59.69 of the Wisconsin Statutes.

Whereas the Dodge County Planning, Development and Parks Committee has reviewed and considered the facts presented in the application and received at the public hearing relating to the subject matter of this Ordinance for compliance with the criteria listed in Section 2.3.4.I of the Dodge County Land Use Code.

Whereas the Dodge County Planning, Development and Parks Committee has found that the criteria listed in Section 2.3.4.I of the Dodge County Land Use Code can be met for this proposal and has further found that the proposal is consistent with the Dodge County Comprehensive Plan and the stated purposes of the Dodge County Land Use Code. Furthermore, this Committee has found that the proposal will not result in significant adverse impacts upon the surrounding properties or the natural environment, that the land proposed for rezoning is suitable for development and will not have an unreasonable effect on rare or irreplaceable natural resources, that the proposal will not be used to legitimize or spot zone a nonconforming use or structure and that the rezoning is the minimum action necessary to accomplish the intent of the petition.

The County Board of Supervisors of the County of Dodge does ordain as follows:

Section 1. The "official zoning map" adopted with the Land Use Code, Dodge County, Wisconsin on March 21, 2000 is hereby amended as shown on the map attached hereto and made part of this Ordinance.

Section 2. This Ordinance shall be effective upon enactment and publication.

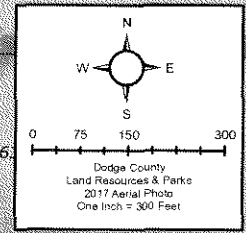
Section 3. All ordinances or parts of ordinances inconsistent with or in contradiction of the provisions of this Ordinance are hereby repealed.

Adopted and Approved this ____ day of _____, 2018.

Russell Kottke
Chairman

Karen J. Gibson
County Clerk

The data used to create this map is a combination of records, information, and data from various city, county, and state offices, and other sources. This map is only advisory, does not replace a survey, and may not be used for legal purpose. Dodge County assumes no liability for any use or misuse of this information.

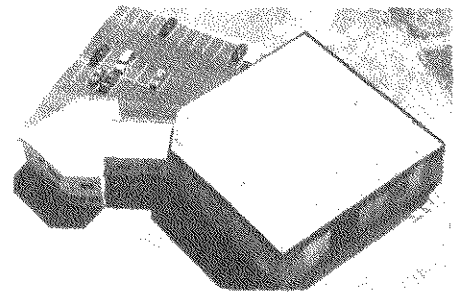




HIGHWAY DEPARTMENT

DODGE COUNTY HIGHWAY COMMISSION

211 East Center Street
Juneau WI 53039-1309
(920) 386-3650 (phone)
(920) 386-3525 (fax)



AIRPORT TERMINAL BUILDING

COMMISSIONER

Brian Field
bfield@co.dodge.wi.us

MEMO TO: Dodge County Board

**DODGE COUNTY
HIGHWAY
COMMITTEE**

Harold J. Johnson,
Chair
Jeff Berres
Jeffrey Caine
William T. Muche
Ed Nelson

FROM: Brian Field, Commissioner

DATE: February 21, 2018

RE: Access Policy Amendment
County Code Chapter 7

**ASSISTANT
COMMISSIONER**

Peter L. Thompson
pthompson@co.dodge.wi.us

As an explanation to accompany this proposed ordinance, this action, if approved, will amend the existing Dodge County Highway Access policy as it exists today in Chapter 7 of the Dodge County Code Book.

**PATROL
SUPERINTENDENTS**

Nate Minnig
nminnig@co.dodge.wi.us

Joseph Lechner
jlechner@co.dodge.wi.us

The intent is to allow the Highway Commission staff to require a traffic impact analysis study in the case of an access application posing significant impact to the existing highway system and traffic volume in a specific area. Furthermore, all costs associated with the study and the required system improvements would be at the applicant/developer's expense.

**SHOP
SUPERINTENDENT**

John Haase
jhaase@co.dodge.wi.us

Please feel free to contact me if you have questions or concerns regarding this proposed amendment.

**OPERATIONS
SUPERINTENDENT**

Steve Pett
spett@co.dodge.wi.us

BF/clm

OFFICE MANAGER

Lori M. Fett
lfett@co.dodge.wi.us

ORDINANCE NO. 993

AN ORDINANCE TO AMEND SECTION 7.08 – *ACCESS ONTO COUNTY HIGHWAYS; RESTRICTIONS AND REGULATIONS*, OF CHAPTER 7 – *TRAFFIC CODE*

WHEREAS, Ordinance No. 786, *An Ordinance To Restrict and Regulate Access Onto County Highways*, was enacted by the Dodge County Board of Supervisors on March 20, 2007; and,

WHEREAS, Section 7.08 of the Dodge County Code of Ordinances was created by the adoption of Ordinance No. 786 by the Dodge County Board of Supervisors on March 20, 2007; and,

WHEREAS, the Dodge County Highway Committee recommends the insertion of a new Subsection 18 of Section 7.08(3)(g);

SO, NOW, THEREFORE,

THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF DODGE DOES ORDAIN AS FOLLOWS:

Section 1: Subsection 7.08(3)(g) of Ordinance No. 786 is hereby amended to read as follows:

11. Private driveways which provide access to one or ~~2~~ **two** residential parcels shall have a maximum 20' width and a 20' return radii. See ~~Section 18~~ **Section 19**, Figure 1 below.
12. Field entrances shall have a maximum 30' width and 25' return radii. See ~~Section 18~~ **Section 19**, Figure 1 below.
13. Commercial driveways shall have a maximum 35' width and 25' return radii. See ~~Section 18~~ **Section 19**, Figure 1 below.
14. A bypass lane shall be required where the ADT of the adjacent CTH and other factors warrant as determined by the Commission.
15. Turnarounds should be provided so that vehicles do not need to back out onto a CTH and may be required if safety issues warrant installation. Installation shall be at owner's expense. Turnarounds, if constructed, shall be installed on private property.
16. Existing CTH property including road surfaces, curbs, shoulders, slopes, ditches, and vegetation shall be restored to its original condition.
17. Vision corners must be free of all obstructions at each access point in accordance with the applicable vision corner diagram below. Driveway vision corners are to be measured from a point 3.5 feet above the center of the proposed access, 15 feet back from the edge of pavement of the CTH, to 2 points 2 feet above the center of the nearest on-coming lane of the CTH in each direction, at a distance of "D" from the point ~~where~~ **where** the CTH meets the center of the proposed access. Distance "D" shall correspond to the speed limit of the road. If the given speed limit is not listed, the next highest speed limit shall be used. See ~~Section 18~~ **Section 19**, Figure 2 below.

18. ~~[Illustrations.]~~ **For any development which will, in the opinion of the Commission, have probable significant impacts on abutting County Trunk Highways due to increased traffic flow, increased turning movements or detrimental effect on existing traffic, the Commission may require a Traffic Impact Analysis (TIA) be completed and submitted to the Commission prior to considering granting an access permit. The TIA shall determine the type of improvements required to provide safe access to the development, including, but not limited to, increased turning radii, segregated turn lanes and bypass lanes. A professional traffic engineer licensed to do work in the State of Wisconsin shall certify the TIA. The costs of the TIA and any required improvements shall be borne by the applicant.**
19. **[Illustrations.]**

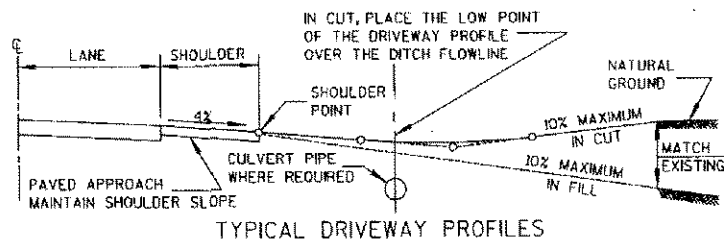
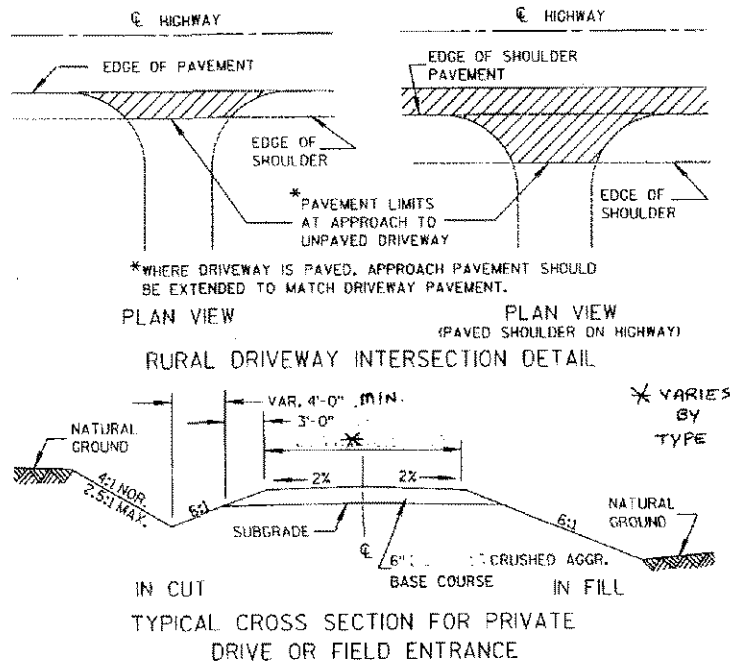
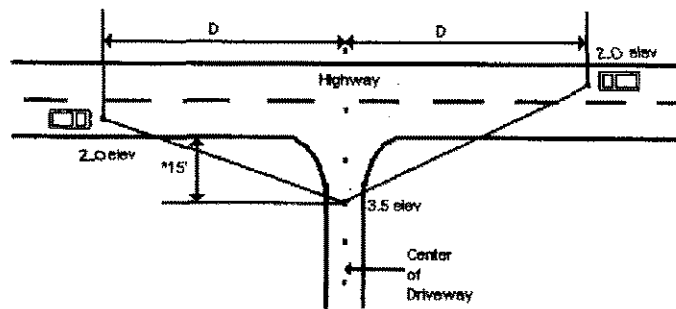


Figure 1



DRAWINGS NOT TO SCALE

Vision Corner Diagram

Distance D (ft)	Posted Speed Limit (MPH)
155	25
250	35
360	45
495	55

FIGURE 2

Additions are indicated in **Bold Underline**, deletions are indicated by ~~Single Strikethrough~~

Section 2: Effective Date

This Ordinance shall be in full force and effect upon enactment and publication as provided by law.


Respectfully submitted this 21st day of February, 2018.

Dodge County Highway Committee:




Jeffrey Caine

William Muche



Jeff Berres



Ed Nelson

Enacted and approved this _____ day of _____, 2018.

Russell Kottke, Chairman
Dodge County Board of Supervisors

Karen J. Gibson, County Clerk

AN ORDINANCE TO AMEND SECTION 7.09 OF THE DODGE COUNTY CODE OF ORDINANCES TO REGULATE STOPPING, STANDING, OR PARKING OF VEHICLES.

WHEREAS, Section 7.09 of the Dodge County Code of Ordinances was created by the adoption of Ordinance No. 961 by the Dodge County Board of Supervisors on September 20, 2016; and,

WHEREAS, in Section 7.01 of the Dodge County Code of Ordinances, the Dodge County Board of Supervisors adopted, by reference, state statutes regulating the stopping, standing, or parking of vehicles set forth in Chapter 346, *Wisconsin Statutes*; and,

WHEREAS, penalties for violations of Chapter 7 of the Dodge County Code of Ordinances are set forth within Section 7.20 of the Dodge County Code of Ordinances, and subject to the enforcement procedures as set forth within Section 7.21 of the Dodge County Code of Ordinances; and,

WHEREAS, the Dodge County Board of Supervisors has the specific authority under Section 349.13, *Wisconsin Statutes*, to adopt this ordinance and limit the time of, or otherwise restrict, the stopping, standing, or parking of vehicles on highways over which it has jurisdiction, beyond the prohibitions, limitations, or restrictions imposed by Chapter 346, *Wisconsin Statutes*; and,

WHEREAS, it is the opinion of the Dodge County Highway Committee that a restriction of parking on the east side and west side of a certain segment of County Trunk Highway T is necessary to promote safety; and,

WHEREAS, it is the opinion of the Dodge County Highway Committee that a restriction of parking on the east side of a certain segment of County Trunk Highway I is necessary to promote safety;

SO, NOW, THEREFORE,

THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF DODGE DOES ORDAIN AS FOLLOWS:

Section 1.

1. The provisions of §§ 346.50 – 346.55, *Wis. Stats.*, relating to the stopping, standing, or parking of vehicles are hereby adopted as part of this section as if fully set forth herein. In addition, the Dodge County Board of Supervisors has declared that the stopping, standing, or parking of vehicles on the following county highways in Dodge County is subject to the following restrictions and limitations:
 - a. It shall be unlawful to park any vehicle on the east side of CTH T starting at a point 460 north of the centerline of STH 16/60 to a point 710 feet further north.
 - b. It shall be unlawful to park any vehicle on the west side of CTH T starting at a point 775 feet north of the centerline of STH 16/60 to a point 123 feet further north.

1
2 **c. It shall be unlawful to park any vehicle on the east side of CTH "I" from Main Street**
3 **to Taylor Street, Town of Portland, Dodge County.**
4


- 5 2. Traffic Signs. Pursuant to Section 7.03 of the Dodge County Code of Ordinances, the County
6 Highway Department shall place appropriate traffic signs on the above-described highway(s) on or
7 before the effective date of this ordinance.
8
9 3. Enforcement. This ordinance shall be enforced by any officer employed by the Dodge County
10 Sheriff's Office (the "Sheriff's Office") as set forth in Section 7.21 of the Dodge County Code of
11 Ordinances.
12
13 4. Penalties. Violation of this ordinance shall result in forfeiture pursuant to Sections 7.01 and 7.20 of
14 the Dodge County Code of Ordinances. In addition to those penalties, the County may remove any
15 vehicle found to be in violation of this section. The cost of such removal shall be paid by the owner
16 and the County shall not be liable for damage occasioned by such removal.
17

18 Section 2. Effective Date

19
20 This ordinance becomes effective immediately upon enactment by the Dodge County Board of
21 Supervisors and publication and erection of required signs.

Respectfully submitted this 21st day of February, 2018.

Dodge County Highway Committee:

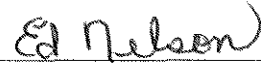


Jeffrey Caine



Jeff Berres

William Muche



Ed Nelson

Enacted and approved this _____ day of _____, 2018.

Russell Kottke, Chairman
Dodge County Board of Supervisors

Karen J. Gibson, County Clerk